

**Sullivan Elementary PAC General Meeting  
September 21, 2015**

Meeting called to order by Heather at 6:35 pm

1. Review and passing of June 2015 minutes: 1<sup>st</sup>: Amy 2<sup>nd</sup>: Heidi C.
2. Introduction of PAC and all attending
3. Directors at Large: open to more volunteers putting their names forward, please come out to as many functions and meetings as possible.
4. Directors at large: Shelley S., Stacey, Amy (Volunteer coordinator), Claudia D (lice check), Emergency Coordinator: (none yet) Secretary (Colleen E.)
5. Class parents: need one per division
  - a. 1:
  - b. 2:
  - c. 3:
  - d. 4:
  - e. 5:
  - f. 6:
  - g. 7:
  - h. 8:
  - i. 9:
  - j.
6. Meetings will continue to alternate between morning meetings and evening meetings.
7. Communications volunteer report: by Jen Robbins. Minutes will be approved at the following month's meeting and then posted online. Usual turn around is approx. 6 weeks. People who attend a meeting will then be on the list for receiving the minutes via email. Copies will be avail at the meeting for those who didn't attend the prior month meeting.
8. Halloween party/dance: by Jen Robbins. Date change to the 22<sup>nd</sup> of October (due to early dismissals etc) Will be held at Sullivan Hall, 6pm to 9pm. There will be no child-minding there so parents need to attend with their children, or it will be at their discretion, as it is not on school property. No weapons as part of costumes, no crafts that involve glitter. Suggested donation of \$2 per person at the door. Activities include: Photo booth, dance off, have grade 7's volunteer with technology to help out, Claudia will arrange a smoke machine for the night at no charge to us. Pizza for food – will have an order sheet similar to games day. Also a plan to have treats for sale. Parents are also encouraged to come in costume. Suggestion to make a costume mandatory to admittance by parents 😊
9. Hot Lunch. Heidi Cheng. 291 students at the school. Not everyone has registered on the online PAC hot lunch website. There will be 2 hot lunches each month. We need more volunteers to help make this work. Clarification by Heidi about the three kinds of hot lunch we have here: PAC hot lunches, Lunch Lady (independent company) and the Grade 7 hot lunch fundraisers. Heidi is experimenting with food options that we will offer. Hot dogs continue to be a favourite with the kids. Plan to do mac n cheese with hot dogs, chicken noodle with hot dogs, sushi and hotdogs, etc. Volunteers need to arrive by 11:45 and expect to stay for between 30 and 45 minutes. Kelly explained that the grade 7 parent group hasn't even met yet to decide if they want to do hot lunches as a fundraiser. The PAC has committed to doing 2 per month, and this is a separate fundraiser. Marle suggested that we ask if the teachers could have name tags on the desks, or

even masking tape and a sharpie..... Heidi is also working on the schedule for hot lunch – positive response on how organized the ordering process is now.

10. Suggestion to have a safe, for money, for PAC alone. The safe can be kept in the office. Also start using Bank Bags to sort out the money. Hot lunch. Popcorn. Raffle. Misc. Colleen was volunteered to make the bags – zippered bags.
11. Popcorn Volunteer coordinator: Jen Bay. She also needs volunteers to help out for approx. one Wednesday per month. Sign up sheet passed around at the meeting.
12. Fundraising: Erin Jack. Unable to attend this meeting – Marle shared her info.
  - a. Gift cards: \$400 approx.
  - b. Purdy's was an easy fundraiser – between \$300 and \$600.
  - c. Frozen cookie dough and appie fundraiser as a suggestion..... They are not peanut free, but are already sealed. Other groups make this work as we won't provide freezer space if they aren't picked up. We can't bring them inside the school.
  - d. Pointsettia fundraiser – if the grade seven's don't do one, we will. They are a good money maker.
  - e. Clothing Drive – first date booked for November 12<sup>th</sup>. We will do two this year – second one is in the spring.
  - f. Ice cream sales – suggestion this year to do hot chocolate and a cookie after school. Approval from Kelly.
  - g. Claudia had a suggestion for a fundraiser – school logo customized on specialty sauces. Bbq sauce etc. Try this in the spring. Claudia will bring in the brochure for next meeting.
  - h. Photographer fundraiser: suggestion for a Christmas theme and a second one in the spring. Peggy Wynne was the photographer used last year. Booking fee of \$20, 15 minute session. She donated the booking fee back to the school. For \$100 you could buy the disk of all the proofs, or just order individual shots.
  - i. Fruits and veggie harvest box. Company is called Fresh to You. We have applied to participate in their program, and will find out if we are accepted in the next week or two.
  - j. Suggestion to have one big ordering form for all the Christmas-timed fundraiser options, instead of trickling one in every week. And also have a month by month plan for the other fundraiser options.....Erin will coordinate.
  - k. "Save Around" coupon book at \$25 each, 50% profit back to the school. Valid for 15 months. Jessica and Briana will coordinate this.
  - l. Surrey Eagles tickets – Jason Miles has a contact with the association and will work with them to come up with something.
  - m. Denise D'Oliveira will have a few more 4 pack tickets to the Canucks games to raffle off again this year.
13. Christmas Craft Fair: November 8<sup>th</sup> Have a few new vendors for this year. PAC would like to have a few crock pots for use – Denise and Shelley each offered up one as a donation. PAC needs only to purchase aluminum crockpot liners. Heather and Marle want to step down as coordinators, and are looking for volunteers to take over for 2016. It's one of our biggest fundraisers – usually make about \$3500. They will also work with the new recruits.
14. Terry Fox Run – September 25<sup>th</sup> this year. Volunteers to arrive in the gym at 12:45, the run starts at 1. Volunteer sheet sent around. The kids will be eating first.
15. Pancake breakfast – October 9<sup>th</sup>.
16. PAC movie night. Need a coordinator: they are usually a Thursday night before a pro-d day. First one is December 17<sup>th</sup>.

17. BC School Fruits and Veggie Nutrition Program. Marle will be heading this up, and will provide details at the next meeting.
18. Spirit wear: Tracey P and Claudia D will both provide pricing on promo items – t-shirts, water bottles and coloured t-shirts for team colours to be worn throughout the year.
19. PAC freezer – discussion if there is a need to store frozen food items for hot lunch. Decision: not needed this year.
20. Yearbook: Kirsty not here at this meeting, so report deferred to next meeting.
21. Principal's report:
  - a. We lost a division, but we still get to keep the portables. The teachers are talking about potential use for the two extra ones that we have.
  - b. There is a new curriculum. This year is a year of transition. By next September, everyone will be on the new curriculum. Communicating student learning will be by a more authentic manner. There will be a different template that will come home reporting progress. There will also be an online option to view progress, on an individual basis – sign in, secure, and also based in Canada. It's much like an on-going report card that parents can view at any time, instead of waiting for a report card to be sent home. This new curriculum will be from K-12. It's based on core-competencies, not content based. Jen Robbins is able to provide a link that will explain to parents the differences this year.
  - c. Kelly explained the purpose of the early dismissals in October (20, 21 and 22<sup>nd</sup>): an expanded Meet the Teacher night. Sign up for appointment times.
  - d. Kelly has started a school blog, will replace her email. If you sign up on the blog, you'll get a notification when there is an update to the blog.
  - e. Mad Science and Bricks for Kicks will both be happening this October. Both are after school extra curricular activities, with a fee.
  - f. Kelly requested that she and Sharon receive a copy of all PAC correspondence that goes out hard copy to the student population. Also to be cc'd on email correspondence.
  - g. Kelly requested info on financial help from the PAC to the teacher population. Ms. Ibbotson is wanting to organize a trip to the VSO: November is the Intermediate students and the Primary grades will go in February. Ingrid suggested that the VSO often comes to the Bell Center, perhaps that could be explored instead of busing all the kids to Vancouver. The last time this was done, it was difficult on the younger students to head into Vancouver. (inadequate bathroom breaks, bus drivers needing to keep to a very tight timeline) question is will the PAC help fund this. It is considered instructional time, and will be happening regardless. Cost will be \$16 per student x 291 students. Vote presented: ask parents to pay \$10 per student, the PAC will cover the \$6 per student. Passed unanimously; no opposed.
  - h. Heather and Marle explained the budget options for the teachers re: finances, wish list etc.
22. Excess school supplies: Monique would like to donate her excess school supplies to the school if needed. Discussion that it is not needed here – Ingrid and Heather suggested that we check with our own Surrey inner city school that we partner with at Christmas. Kelly will contact the school to inquire if they would like them. Possibly we can do a school supply drive box.
23. Monique – pub night fundraiser? Jen R. explained her idea of having a Welcome to School Pub Night, more as a community based event, not a fundraiser.

Meeting adjourned at 8:40 pm. Tracy 1<sup>st</sup>, Monique 2<sup>nd</sup>.