

Sullivan Elementary PAC Meeting

HELD: Monday November 19, 2018 in the library

MEMBER	POSITION	ATTENDANCE
Elaine Silvaggio	President	Present
Breanne Sutton	Vice President	Absent
Sindy Saran	Treasurer	Absent
Trina Pacey	Secretary	Absent
Amy Lucrezi	Secretary	Present
Briana Miles	Hot Lunch Coordinator	Absent
Jen Bay	Popcorn Coordinator	Present
Kirsty Ellison	Yearbook Coordinator	Present
Greg Martin	DPAC	Present
Sarb Minhas	DPAC	Present
Stacey Blondheim	Director at Large	Present
Collen Evans	Director at Large	Absent
Manj Bunwait	Director at Large	Present
Jenny Wainman	Director at Large	Absent
Harjeet Gill	Director at Large	Absent
Claudia Drummond	Director at Large	Absent
Heather Brown	Director at Large	Absent

OTHERS IN ATTENDANCE: Shelley, Ingrid, Rachel (acting principal), Mirella

CALL TO ORDER: 7:05

ADOPTION OF PREVIOUS MINUTES: from October 15, 2018 1<sup>st</sup> Greg Martin, 2<sup>nd</sup> Stacey Blondheim

1. REPORTS

1.1. Treasurer's Report

- Budget – Elaine plugged in the numbers from the bank statement and Paypal to update the budget. Sindy will have to figure out how to get the money from Paypal. Greg had a few other options instead of Paypal like Foursquare. Teacher funds were sent to teachers. There was over \$800 left over from the teacher funds from last year, so Ms. Sampson got a cheque for the difference. \$4485 was sent out for field trips and \$400 for Ms. Nasimi's projects and \$1200 for Stand-by Me amount for Dana.
- Elaine brought info about the gaming grant as there is a lot that can be used under that.
- Cheques weren't cut for library, LST or music. Decided that library receives money from other sources. Approving \$200 for both LST and Music.

1.2. DPAC – Greg Martin & Sarb Minhas

- Last meeting was PAC 101. They both found it very basic and only learned there is a facebook page called PACs helping PACs. Sarb has a hand out he will get to us. Next meeting will be about by-laws and constitutions.

1.3 PRINCIPAL 'S REPORT: WELCOME NEW PRINCIPAL, RACHAEL DER

- Reporting is coming up. Freshgrade, 3 way conferencing and the paper CSL template. CSL templates for Ms C & Ms Head are coming out first week of December and they will do conferencing after that.
- Teachers are making a proposal for a garden grant. They will be 2 x 4 ft self watering gardens. Only 10 schools will be granted permission. Proposals are due Dec 1<sup>st</sup> and cost will be \$3000 that will need to be funded. Location could potentially be along the fencing at 152.
- They would love to have at least 2 more walkie talkies for the office. Cost is \$500 total through the district. They would be used mostly by the EAs to assist with keeping track of a few children that are flight risks. Rachel will double check if they have to be purchased through the district. Motion to approve the purchase of walkie talkies to be less than \$500. In Favour 10, Opposed: 0, Approved.
- Rachel will be here at least until Christmas but if Dana needs longer, she will stay longer.

## 2. FUNDRAISING

### 2.1. Halloween Dance recap

- Made approx. \$200 just on slushies; they were a huge hit. Brad got the fruit-based mix donated. Pizza was only bought online which was easier on organizers but probably could have used off sales for people that came last minute. A total of \$655.98 was made. Manj wonders if more was made last year as entrance was \$2 this year instead of by donation. Some people donated a fair bit more money
- Some worry that kids were outside after dark. It was not a drop-off event and parents are supposed to be with their kids so it is up to the parents to monitor where they are.

### 2.2. Craft Fair recap

- Was busy in the morning but slowed down a bit in the afternoon. Sounds like that is fairly typical. A thought to add balloons to the sign. All the tables were sold, some of them show in last year's budget as that is when the money came in. Less was made on the raffle sales, but it overlapped with the turkey dinner raffle, so thinking less purchased because of that. Approx. 300 tickets sold at the fair. Some parents appreciated having only 5 tickets home to sell. Approx \$2400 profit was made from the fair

### 2.3. Upcoming:

- 2.3.1. Purdy's - booklets have gone home. Ingrid saw about 100 profit so far when she placed her order today.
- 2.3.2. Grade 7s – Funscript has gone home. Discussion if it could be run longer for other events and people can purchase grocery cards to use personally instead of just gifts.
  - About \$300 was made on the Krispy Kreme donuts and smencils at craft fair. Can they sell smencils at the bookfair, as some of them are Christmas themed and they want to get rid of them? It would have to be a separate table with separate cash box. Shelley & Trina will talk to Ms Sholtz to see if that would be okay.
  - Elaine had info from the Wishingtreats. They are gluten free vegan candies that can be printed with grad 2019 for the candygrams. They would rather do smarties or something else more geared to kids. Shelley will figure out the logistics of doing the candy grams
  - They are thinking of doing a movie maybe before Christmas but haven't nailed down a date yet.
  - Looking at spring planters before Mother's Day.

- Kirsty needs a parent to take on the yearbook write ups for each child and set a deadline in April as some of them can be challenging to get.

### 3. SCHOLASTIC BOOKFAIR – Nov 28 to Dec 3

- Ms Sholtz liked the idea of fulfilling teachers lists as well as the library. Teachers will have their list of preferred books posted so parents can purchase a book for their class if they want. Wednesday will be allocated to teacher time so they can make their list.
- Need volunteers after school on Thursday. 2 people outside on cash and 1 parent in the library to help out and monitor the little things to make sure nothing goes missing. Stacey will push the volunteers again but there is still a week and half.

### 4. FUTURE EVENTS

- Deck the Halls has gotten smaller over the years. Rachel will talk to the teachers to find out what they want ie. Parent involvement in the classroom, hot chocolate delivery.
- Mitten Tree – can be set up to collect new mittens, scarves, toques for kids.
- Adopt a family – a feeling that adopting 5 families again is too much. Haven't heard from Hjorth Rd if there is any need. Parents being asked for teacher gifts, mitten trees and adopt a family is a lot. There have been issues in the past with the size of baskets and heard there is competition in the sister school for them. Decision not to do this again this year.
- Thoughts to provide more support to Mr Lee with our breakfast program.
- Thought of working with a local nursing home and connecting with them. Kirsty's daughter went to London Drugs where they have a senior's tree to pick a name. Each name would request a small gift and card. Gifts are typically \$5-10. Elaine will get tags from London Drugs then we will put them into the volunteer sign up sheet for people to sign up and us to track who is getting what. Maybe teachers are interested in making a few cards in class.

### 5. SPIRIT NIGHT

- Mirella, Trina, Sindy & Claudia have all said they are willing take on pieces of it. Mirella is interested in doing the food. June 21st is tentatively booked for the hall. Could be tough to do here if the school is under construction. Rachel will provide an update on the expansion and get back to us. Kirsty said the cupcakes weren't allowed under the food permit but sometimes can depend on who you get. Maybe we can use a commercial kitchen to make cupcakes.

### 6. NEW SCHOOL PHOTOGRAPHER

- Final year with Lifetouch photography contract. Haven't had great feedback from parents about them either. Darby and Mountainwest are other options. Darby does a green screen and traditional background, don't require a contract longer than a year, gives a kickback to the school, have 2 photographers, and other fundraising options. We will wait until after the winter break to make a decision. Kirsty got a book from Lifetouch with names and pictures for the yearbook and wonders if Darby can provide the same. Lifetouch hasn't been in touch when we said we are shopping around for a new provider.

### 7. DETERMINE PAC WEBSITE SPONSORSHIP FEES

- Currently we charge \$125, Cambridge charges \$300 for a quarter. Our fees have been the same for 3 years.
- It is nice to have them change through the year and freshen the look of the website.

- Maybe parents would want to advertise their own business.
- Need someone in charge of communications to head this up.
- A Facebook post to be created to see if anyone is willing to take this on.

Outstanding: Rachel will check with teachers to see if they had wishlists that need to be fulfilled. She will check on the status of current inventory to see what is needed to help teach the current curriculum. The teacher funds given can be used by teachers for their needs to teach, not necessarily on just supplies. Feeling some teachers don't request the funds to reimburse themselves.

At the skating field trip today, there was a feeling that there were too many kids coming off the ice at the same time and it was very chaotic. Kids could have come off in stages and teachers maybe need to have discussion with kids on being orderly and polite.

ADJOURNMENT: 8:35 1<sup>st</sup> Stacey, 2<sup>nd</sup> Shelley.

NEXT MEETING: December 10, 2018 at 7 PM in the library.