

**PAC Executive meeting
April 28th, 2011 – 6:30pm**

In Attendance: Heather Marcotte, Vickie Lo, Sandy Lew, Rosa Delgado, Tony Wong, Bettina Charpentier, Claudette Angers Sawyer, Leanne Johnson.

Regrets: Sandra Singh, Kirby Lew, Ross Powell, Albert Mann, Eugene Leong.

Meeting called to order at 6:35 pm

- **Mail, announcements:** None
- **Review Minutes** – Tony put forward the motion to accept the minutes from the previous meeting. Motion seconded by Bettina. All in favour; motion passed.

Reports:

PAC Chair Report: *Heather Marcotte*

- Teacher appreciation event coordinator - Heather to follow up. Believe it may be Phyllis and Veronica.

PAC Vice Chair Report: *Vickie Lo – Fun Fair Update (Agnes Fejer)*

- Fun Fair – To be held Friday June 10th. Based on forms returned there is enough parent volunteer interest to go forward.
- Agnes has contacted Gilmore School and they are willing to lend us a few games.
- Rosa spoke with Forest Grove. They may consider helping with our event in return for helping at theirs. PAC needs more information concerning their dates and expectations to see if we can help out. Rosa noted that the dunk tank is a good revenue generator for the Forest Grove event.
- Concession possibilities. One parent who owns a catering company, volunteered to help. However he can not commit until mid May. May have to look at alternatives.
- Another parent offered to donate the usage of their popcorn machine for the Fun Fair.
- Agnes has letter for sponsorships/donations for parents working on donation collections.
- Cappuccino machine – donation/rental. More of a service – not revenue generating.
- If we are planning a raffle Bettina advised that PAC will have to apply for a license – can be applied for online.
- Claudette needs one months notice if any staff involvement might be needed.

Principal's Report: *Claudette Angers Sawyer*

- Fall registration has been as expected (Student population approximately 425 for next year). Twenty divisions and portables not expected to be needed next year.
- Kindergarten integration in terms of recess, lunchtime, etc.
- News letter distributed today, outlining upcoming larger events.

Student led conferences May 5th
Sperling Sprint May 13th
Ready Set Learn – Welcome to Kindergarten May 19h
Parent Volunteer Breakfast May 26th
PAC Annual Meeting May 26th
Sports Day June 3rd
Pro D Day June 6th
PAC Planning Meeting June 9th
Fun Fair June 10th
Talent Show June 20th
Last Day of School June 29th

Treasurers Report: *Sandy Lew & Rosa Delgado*

- Budget and financial statements discussed in detail.
- Signing authority for two accounts needs to be updated. As next month is the PAC AGM, we will wait to see who is elected first before designated persons for signing authority.
- School/PAC projects for next year. Claudette to put a proposal together. Possibly a technology themed project.
- Bettina indicated that of the gaming monies received at least \$2000.00 needs to be spent on sports or music for extracurricular activities. Need ideas.
- Also regarding gaming funds, PACs have 36 months to spend the funds. See excerpt below per attached.

11) Unless otherwise approved in writing by the general manager, grant funds must be fully disbursed within:

- a) 12 months of receipt of the gaming grant for DPACs; or*
- b) 36 months of receipt of the gaming grant for PACs.*

Relevant Info from Gaming Grant Website:

How soon must community gaming grant funds be disbursed? Your organization must disburse its grant funds within 12 months of their receipt. If your organization cannot disburse its funds within the required timeline, it must request approval from the branch, in writing, to retain the funds for a longer period.

Parent Advisory Councils and District Parent Advisory Councils: Funds must be used to benefit students by enhancing extracurricular opportunities. Grant funds must remain under the management and control of the PAC or DPAC that receives them.

For details, see link in the "Grant applications, guidelines and conditions section" at bottom of page. <http://www.pssg.gov.bc.ca/gaming/grants/docs/guide-cgg.pdf>

Miscellaneous Reports:

Parks & Rec Coordinator *Donna Savoie*

- New coordinator for our area. Would like to attend meetings on a regular basis.
- Indicated that City of Burnaby after school programs have been successful.
- Looking for suggestions for programs/services for the fall. Heather suggested Christmas Crafts. Other areas have held breakfast with Santa, bike instruction/fair, family based programs.
- New online Leisure Guide & summer activity guide. Plus Summer Activities brochure being distributed.
- The Great Salmon Send Off – Saturday May 7th at 10:00am – 2:00pm @ Stoney Creek Community School. For more info see www.scec.ca

Cupcakes for Funfair *Rosa Delgado*

- Three sizes prices vary by size. Can buy large quantity for significant discount (Rosa supplied attachment).
- For fun fair and sports day

Sports Day - Frances looking for volunteers on Sports day.

Upcoming PAC Elections – Heather to determine which positions will be vacant. PAC to post notice of upcoming elections/open positions in classroom windows in time for Student Led Conferences.

NO REPORTS:

Canadian Parents for French (CPF) – Vacant

DPAC – *Sandra Singh*

Emergency Preparedness – Ross

Fruit & Veggie Program – Sabrina

Fun Foods/Hot Lunch – Frances

PAC Newsletter/Media – Vacant

Parent Handbook – Vacant

Secretary's Report - Leanne

Skating Party – Tammy

SPC (School Planning Council) – Bettina

Meeting adjourned at 8:22 pm.

Next PAC meeting dates:

Thursday May 26th – 7:00pm PAC Annual General Meeting & Elections
Thursday June 9, 2011 (2011-2012 planning meeting)