

General PAC Meeting Minutes – Wednesday, September 13, 2017

In attendance: Sarena Smith; Andrea Pal; Andrea Tait; Carrie Higginson; Christy Sutherland; Wendy Sutherland; Jackie Mullen; Martina Shalley; Tanya Paholka; Barrie McLeod

- Call to order 6:37 pm.
- Adopted the minutes from the last meeting-Sarena, Andrea second.
- **Principal's Report**
 - Barrie gave an introduction of the school as an organization.
 - Spoke about goals for the school and objectives for the year.
 - Discussed the introduction of Fresh Grade. An app will be available to parent to download and will serve as a communication tool to parents between them, the children and their teacher.
 - The school initiative of the year will be to focus on "BE KIND."
 - Parent-Teacher meetings to take place on the 21st and 22nd of Sept. This release times for those days will be 12:30pm.
 - Mrs. Fraser is taking on the Terry Fox Run this year.
- **Treasurer's report**-Balances were given.
- **CoPAC Report**-None to be given as first meeting will be on October 2nd. Discussed the meetings and that all parents are welcome to attend. Jackie has agreed to stay on as actual COPAC Exec member, Sarena volunteered to go to the meetings if Jackie can't make it.
- **Upcoming events and fundraising:**
 - **Welcome Back Morning Coffee**-This will serve as the welcome back event in place of the BBQ. Due to lack of resources and time, we have decided to create an event that will be an information session to parents. This will be to welcome them to the school and to inform them of all the things that the PAC is involved with and how they can get involved themselves.
 - Spoke about the fact that there are less volunteers and some brainstorming regarding how we can combat that. We discussed that being specific in what is needed for events like we were for the Teacher's

Appreciation Lunch and for the Fun Fair proved successful. Leah offered to help with information on how to recruit volunteers. She also offered to help with revamping the pamphlet for the Welcome Back coffee. Sarena will email her the document. Discussed the possibility of simply sitting down and calling parents asking them what they are able to do to help out.

- Barrie will provide tables and chairs for the morning of the 22nd. Two Exec Members will be seated at the front of the school and two at the bottom. They will encourage parents to go to the library for more information on the PAC. Other member of the Exec and parents will be in the library with information. We want to stress that the PAC is not just the Exec, the PAC are all the parents at the school.
- The Morning Coffee will be from 8-10am. We will bake muffins and have a coffee donation that Lindsey is taking care of.
- **Apple Fundraiser**-Orchard in Summerland has an apple fundraiser that we will be taking part in. The Orchard will be selling 10lb bags for ordering. We have a choice of selling them for \$10 or \$12. Order forms will go home and returned to the school. We will have a notice go out about that by the 22nd of September with a cut off for ordering and form return for the 29th. Will try and schedule delivery for the 5th of October as the 6th is a non instructional day. This will also be in time for Thanksgiving weekend.
- **Cookie Dough Fundraiser**-After speaking to Kaleena, we are looking into a new company to hold a cookie related fundraiser through. Apparently DTS, the previous company, has proven more difficult to work with. We also found the delivery of goods to be troublesome. We will be asking around and investigating new companies and do some research.
- **Halloween Dance**-Rochelle and Pam will be heading this up again this year. We have the DJ (The Flyin' Hawaiian) booked for Thursday October 26th. Dance to take place from 5:30-7:30pm. We will be doing pizza again.
- **Family Photo Session**- Rochelle has posted information about this on the Facebook Page. We will be using a new photographer. After years of wonderful work from Lori, we wanted to support a parent that currently have kids in the school and Lori's kids have all graduated from SLE. The format and set up has changed slightly.

- **Nature's Fair and Spirit Halloween Fundraisers**-There is some stores that will donate a portion of sales back to our school if you mention them at the time of purchase. Nature's Fair and Spirit Halloween are two that were mentioned. Sarena will call and follow up on that.
- **Hot Lunch**
 - New Hot Lunch days will be Tuesdays and Fridays.
 - We have a new vendor for pizza, Murray's Pizza in West Kelowna. They will be charging \$1 more per pizza; however, Papa John's raised their prices by \$2 per pizza. This was more cost effective.
 - They also have a dedicated area for Gluten Free meals. We had some people complain of cross contamination issues.
 - Will be trying a new volunteer sign up system. Sign-up sheets will be posted outside the lunch room. Will be asking people to find an alternative if they are unable to make a volunteer shift.
 - Ordering is set up and ready to go.
- **Parent Communications**
 - We will be scrapping the newsletter this year.
 - We will move back to the Parent Ambassador format of having one parent from every class sign up to be a point of contact for more efficient communication.
 - Barrie and Lorraine will send out an email to ask for permission for the PAC to contact via email.
 - Sarena will forward the PA letter to Andrea T.
- **Other Items**
 - Teacher Gifts - As with previous years, the PAC will donate \$350 per teacher for classroom supplies. Motion was passed unanimously.
 - Playground Fund - As with previous years, the PAC will move \$5,000 from our chequing account into the playground fund. As of the meeting, there has been no official order from the district regarding end-of-life warning period.
 - Winner of the Hot Lunch draw was Andrea Pal.

- Meeting adjourned at 7:57pm.