**MEETING AGENDA – OCTOBER 4, 2017**

**CHAIR WELCOME:** Pat Link

**ADMINISTRATOR REPORT:** Spencer Kelly/Blair Martin

-Staffing update

-Code of conduct was updated last year, can be viewed online

-Calendar can be viewed online and there are some changes in November

-School follows Canada Food Guide, let admin know if there are any issues with food in the classroom

-18 divisions this year, up from 17. 403 students this year

-Max numbers – 20-K, 22-1-3, 29, 4-7

-Formal report card term 1, verbal report in term 2 and formal report in term 3. Download your report cards as they are deleted from the system. Online reporting system was very successful last year

-Volunteer and driver forms – need to be updated every year. Forms will be online and can be picked up at the office.

-Foundry – medical clinic and mental health centre for youth 12 and up. Lower Lonsdale location, clinic and counsellors available.

-Candy at school for holidays – class by class basis only

-Lunch timing – can kids get into the school sooner? They don’t have a lot of time to eat. Spencer is monitoring the line ups outside to try and get in sooner.

-Why doors aren’t open until 8:45 – staff don’t provide supervision until 8:45 and so kids can’t be in the classroom. Teachers also need that time for prep time. Parents can still set up meetings with teachers before school. Can this be communicated to the parents through the Brooksbank newsletter?

-Ski program – likely a 3 day program at Seymour again this year

**TREASURER REPORT:** Ruth Bach

Day to Day - $55,105.97 ($10,000 of this is for Fun Lunch)

Gaming - $7,615. 21 (another $8,000 coming at the end of October)

Term Deposit - $10,000

**2017/18 BUDGET:** Pat Link/Chandra Junck

-We don’t budget everything to be spent in the budget, some money is left for extras

-$18,000 was provided by the government last year and the admin is allocating it

-PAC is providing budget for more field trips, bringing experiences/learning experiences to the school for the kids. ($3,400 to both primary grades and intermediates)

-Teachers funds have gone up to $300 per year per teacher

-Natural playground – funds for this coming from gaming grants and parent fundraisers

-Motion to approve the budget – Michelle Mullie

-Motion seconded by Nicole

**SCHOOLAPALOOZA:** Pat Link

-Large turn out this year

-Next year lets look into getting popsicles from Rico and Lalo since they support our school auction

**DIRECTORY:** Tania Loken

-A draft will come out so people can confirm their contact info before it’s printed

**FAMILY OF SCHOOLS EVENT**: Catherine Stride

-Fall Fair is October 15th 11-2, family social event rather than a fundraiser

**FUNDRAISING PROJECTS:** Cookie Dough (Laurina) & Purdy’s (Erika) & Notepads (???)

-Any interest in doing notepads again this year? Michelle and Jill to look into it and coordinate

**JINGLE MINGLE:** Pat Link

-December 13th

**ELECTIONS:** Pat Link

-Elections are November 1st

**ROUND TABLE**

-Brooksbank tshirts – Alyson Hegelson to look into producing some of these, not a fundraising project

-Do Good committee- has started with the older kids, will involve younger kids later in the year

**ADJOURN**

**NEXT PAC MEETING: WEDNESDAY, NOVEMBER 1st**