**MEETING Minutes – NOVEMBER 1, 2017**

**CHAIR WELCOME:** Pat Link

* November 29 is the next meeting due to the Jingle Mingle, there is no meeting in December
* Election night, new positions start in January 2018
* We will try and keep the meeting faster tonight, last meeting went long due to discussion over the new 8:45 bell and other issues
* We need the executive roles filled in order to receive a gaming grant
* Members at large will be assigned a specific role

**ELECTIONS:** Pat Link

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

Staffing

* additional EA: Blair Winkler is back at Brooksbank

Conferences & Reporting

* online conference scheduling - trying it out and new to all
* please provide feedback to staff when you meet to forward on to me
* term 1 reports published on Friday, December 8th
* Parent Portal is still closed
* term 2 is conferences with term 3 being a traditional report card

Food Access

* set up in the three areas
* oranges and apples offered

Emergency Preparation

* Request was tabled until after we met with Bernadette and we organized existing supplies. We recently submitted to the PAC a formal budget of $1500 be spent over the next two years.
* need became apparent last year to update the supplies in the bin
* currently underway and will be completed soon

the new MDI (Safe and Caring Survey) replacement (UBC)

* *Middle Years Development Instrument*
* grades 4 and 7 - sample size still being determined
* communication will be sent to participation student groups
* covers student life in and out of school
* physical health and well being
* connectedness - support from adults
* social-emotional development
* school experiences
* use of after school time

November 6th is Curriculum Implementation Day - students are not in session.

Playground

* The spiderweb climbing structure needs replacing and would cost $9,000 - $10,000. Can this come from the gaming grant?

**TREASURER REPORT:** Ruth Bach

* Gaming account $7740 deposited so total account is $15,356.28
* Day to day account $55,062.07
* Escalating term deposit - $10,000
* Fun lunch profit for this term is $7,238.90

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

* Emergency bin -$1,500. Motion to pass this addition from Michelle Mullie, Rose Vlaar seconded it
* Approximately $1,000 per year for ongoing costs for emergency kit replacement items
* Do Good Committee – want to put in a water bottle filler, they have raised $1000 so far and have asked for $500 from the PAC. Motion to pass this addition from Erika Smortchevsky, Camille Reid seconded it

**DIRECTORY**: Pat Link

* Directories went out last week and were sent home with the youngest child

**PURDY’S**: Erika Smortchevsky

* Brochures will be going out this week
* deadline is November 30 for ordering. Pick up is December 18.

**FAMILY OF SCHOOLS:** Catherine Stride

* Harvest Fair – Good attendance, ran out of hotdogs and popcorn. Plans for doing it again next year.

**NOTEPADS:** Catherine Stride

* Aiming to deliver early December

**JINGLE MINGLE:** Pat Link

* Wednesday December 13,
* emails have gone out asking parents to collect jingle shop items

**ROUND TABLE**

**ADJOURN**

**NEXT PAC MEETING: WEDNESDAY, NOVEMBER 29TH**

**ELECTIONS for 2018**

|  |  |  |
| --- | --- | --- |
| **POSITION** | **2017** | **2018** |
| **CHAIR** | **Pat Link** | **Corinna Bork** |
| **VICE CHAIR** | **Chandra Junck** | **Allison Anderson** |
| **TREASURER** | **Ruth Bach** | **Ruth Bach** |
| **SECRETARY** | **Allison Anderson** | **Rose Vlaar** |
| **PAST CHAIR** | **Catherine Stride** | **Pat Link** |
|  |  |  |
| **MEMBERS AT LARGE:** |  |  |
| **FUN LUNCH** | **Julie Tymchuk & Karen Beattie** | **Julie Tymchuk & Karen Beattie** |
| **FUN LUNCH VOLUNTEERS** | **Tara Cusanelli** | **Tara Cusanelli** |
| **PLANT SALE** | **Michelle Mullie** | **Michelle Mullie** |
| **PURDY’S** | **Erika Smortchevsky** | **Erika Smortchevsky** |
| **DIRECTORY** | **Nancy Munro/Tania Loken** | **Tania Loken** |
| **DPAC** | **Theresa Duvall** | **Theresa Duvall** |
| **BOOK FAIR** | **Catherine Stride** | **Catherine Stride** |
| **FUNDRAISING** | **TBD** | **TBD** |
| **FAMILY OF SCHOOLS** | **Catherine Stride** | **Catherine Stride** |
| **SOCIAL MEDIA** | **Alyson Helgason/Corinna Bork** | **Lisa Whitfield** |
| **JINGLE MINGLE** |  | **Sandip Dulay /Michelle Mullie** |
| **PARENT NIGHT** |  | **Sandip Dulay /Lisa Whitfield** |
| **STAFF LUNCH** |  | **TBD** |
| **BIKE WEEK** |  | **Nicole Cook** |
| **ADDITIONAL MEMERS AT LARGE** |  | **Christine Steunenberg, Shelley Beddow and Camille Reid** |

**Motion to pass election results from Camille Reid, seconded by Rose Vlaar**