

MEADOWBROOK P.A.C. MINUTES

Monday, October 7, 2019

6:30pm to 7:30pm

Meadowbrook Library

Attendees: Steph, Leila, Christine, Alisha, Lisa, Melanie, Andrea
Tara (Administration)
Regrets: Rob, Keri
– *see attendee sign-in*

1. Welcome and Introductions (Stephanie)

- Action items from last meeting
 - Stephanie to update calendar with move of PAC meeting from 6pm to 6:30pm - DONE
 - Christine to update 'About' page on PAC website with new PAC Executive information – **In progress**
 - Keri to update Facebook Open House to remove reference to BBQ, noting only concession available - DONE
 - Tara (or Salima) to note on donation letters if cheque or cash was received
 - Tara to include notes regarding dismissal procedures and lunch monitors in future welcome letters
 - Tara to move/acquire container that can be used for doggy bag dispenser to lower playground near parking lot - **TO BE DONE**
 - Salina to include upcoming events and request for doggy bag donations in next newsletter - **TO BE DONE**
 - Leila to send out introductory movie night letter - DONE
- **Motion to pass minutes from September minutes by Alisha, Seconded by Lisa, Majority voted in favour to pass minutes**

2. President's Report (Stephanie)

- Administration requested to create a list for potential purchases from PAC funds, prefer beginning of year. Will still keep to 1 year worth of operating budget
 - Ideas: cultural groups brought in, will look into other after submission of staff ideas

3. Treasurer's Report (Alisha)

- Review of Budget - see September budget as posted
- Casino grant - \$4,100 approved
- Backpack buddies - cheque to be issued

4. Hot Lunch Program Update (Stephanie on behalf of Sarah)

- Volunteers needed to drive out lunch to fieldtrips
 - October 9th - Cheryl to be confirmed by Leila
 - October 23rd - Stephanie to be confirmed

5. Fundraising Update (Stephanie)

- Ongoing fundraisers: Thrifty's, Mabel's Labels, Cobs, Return It Depot
- Upcoming Events:
 - October 4th: Movie Night
 - October 18th: Parent Social at Roo's Pub from 6pm to 9pm
 - October 24th: Treat Day – need volunteer bakers and sellers - try a bit more crowd control - Leila to loop Keri in on discussion
 - November 21st and 22nd - Kinder books, room 12 computer lab
 - November 22nd: Family Dance – planning committee update, idea to make ocean theme, coral theme colour, photographer TBC, tables TBC, timing 6pm to 7:30pm, food from 6:30 to 7:30pm, volunteers on the day of, donations for silent auction

6. Principal's Report (Tara)

- Staff update
 - Susanne Ragone covering mat leave, staff filling permanent position will be returning in April
 - Theresa Tsai (Division 2) is covering for staff who is on medical leave, undetermined return at this point
 - Foundation Skills Assessment (FSAs) of grade 4s are this week, is not officially supported by union but decision to abstain must be done formally parent(s) with confirmation from administration. Intent is to assess general knowledge at specific levels
- Upcoming Events:
 - Friday, October 11th is Running Terry's Money Home event where 9 Meadowbrook students will run 5K from Seaview to present consolidate funds raised by Port Coquitlam school district
 - October 17th is Great BC shakeout earthquake drill
 - October 21st is DEAR Day (Drop Everything and Read), Photo Day and Voting
 - <Date TBC> Zero Heros assembly - to focus on zero waste
 - Trials to be run in January:
 - Reversing lunch and break time - play first and then eat, should not impact lunch time or dismissal time
 - Considering not using some bells - gradual/gentle release by teachers

7. Emergency Preparedness Update (Rob)

- N/A

8. DPAC Update (Keri)

- N/A

9. New Business

- December Movie Night – switch dates for movie night and treat day - Steph to change in calendar, notify families who have already ordered on Munch a Lunch and notify Munch a Lunch administrator

Meeting adjourned at 7:15pm

Summary of Action Items:

- Christine to finalize and post minutes
- Christine to update 'About' page on PAC website with new PAC Executive information – **In progress**
- Tara to move/acquire container that can be used for doggy bag dispenser to lower playground near parking lot - **TO BE DONE**
- Steph to ask Salina to include upcoming events, request for treat day volunteers and request for doggy bag donations in next newsletter - **TO BE DONE**
- Tara to confirm staff ideas on any additional /potential spending of PAC funds for this year
- Alisha to issue cheque for Backpack Buddies, once payee is confirmed with Andrea
- Leila to confirm Hot Lunch volunteers for October 9th and 23rd
- Leila to update Keri on conversation regarding suggestions for Treat Day
- Alisha/Leila to send out formal ask for Winter Dance volunteers
- Tara to send formal communication regarding changes to lunch break and bells for January
- Stephanie to notify Munch a Lunch of switch of December movie night and treat day
-