

MINUTES

Berkshire Park Elementary PAC Meeting Minutes

Date | time November 16, 2022 | *Meeting called to order by* Tabitha Rodgers
Called to order at 7:09 pm

In Attendance

Tabitha R., Vannie B., Manpreet B., Melanie S., Ashley A., **Virtual:** Charisse S., Quynh

Land Acknowledgement

Adoption of Agenda

Motion to approve as presented.

Adoption of Previous Minutes

Motion to approve as presented.

2022/2023 Current Financials

Total of \$37,570.43.

Highlights of note:

- \$4,410.44 raised in Hot Lunches, however, not all vendor cheques have been processed yet
- \$222.08 Profit from Meet the Teacher night held in September
- \$1,049.87 raised from the Milk Program (Milk does the body AND the school GOOD!), some expenses still to claim as program is still active
- \$867.00 Profit made from the Neufeld Farms fundraiser
- \$1,100.64 Profit from Snack Day, some expenses still to claim as program is still active
- Cash float \$155.00

THANK YOU to all the family & friends of Berkshire for your continued support!

General Discussion

School Communication - As not all families have Social Media, PAC will be attempting to create and send out a monthly email via the school, along with still posting on Socials and website. Also there are Classroom Notices posted on Classroom Windows with information.

DPAC - Alexandra E. has volunteered to be our DPAC representative, thank you Alexandra! Notes from the DPAC meeting from Alexandra can be found in the DPAC Notes attachment from school website. Also a reminder to any parent, to sign up to receive notifications regarding DPAC meetings, anyone can join these virtual meetings and it is highly recommended you do! www.surreydpac.ca

Grade 7 Committee - Talia R. has stepped up to be the Grade 7 representative this year, thank you Talia! Tabitha will be creating a Grade 7 Committee email so the information and files can be passed on year after year to the next set of parents for ease of set up and running any events and activities.

Coordinators & Volunteers - WE NEED YOU!! Volunteering is CRUTIAL in having these fun things for the school. If we don't get/have enough volunteers, unfortunately certain things will have to be cancelled. Volunteering doesn't need to take long (even 30 minutes would be helpful!). To all family & friends who have so far volunteered their time this year – We Thank you from the bottom of our hearts!

Social Media- Thank you Manprit for running our Socials! Berkshire Park now has a Instagram account! Follow us at **Berkshireparkpac**.

Hot Lunch - Thank you Melanie for being our coordinator! We have a wonderful variety of hot lunches this year!

Art Cards - We had a good turn out, but some parents never received any home to approve. Will follow up with teachers/staff regarding this.

Spirit Wear - Vendor currently waiting for certain sizing, but it has gone very well!

Sweetness Cookies - First time having these as a fundraiser, Cookies that you can color yourself! So fun!

Purdys – Purdy's link will be posted on social media and whenever we have a fundraiser, Look out for it!

Book Fair - Thank you to all volunteers! Will be held on December 2nd, 5th and 6th.

Milk Program - Never received an answer from Save On Foods whom we have worked with for the past few years, so we have reverted back to Saputo, who delivers directly to the school, for a small fee. Twice a week delivery to those who order. We have also switched to Milk2Go as it has a guaranteed 30 day best before at delivery. A couple EA's and their students are our wonderful volunteers helping with the delivery of the milk inside the school. Thank you!

Neufeld Farms - Lots of order this last time around. Spring has quite a different menu, which is usually a smaller order, but if we continue to have such a successful Fall order, it balances out. Volunteers are always needed for the day of delivery so please reach out when you see the call for volunteers and the delivery date.

Clothing Drive - Thank you Melanie for your help this last round! We are going to have a couple more clothing drives throughout the year! A process will be set up to run future drives for ease of communication and volunteers needed.

Holiday Market - Face paint, Photo wall, kidpreneurs, raffles! We still require some volunteers to help set up and take down, but please come and do a little holiday shopping and support the community!

School Wide Functions Planned

*Halloween Photos went well and all students received a mini candy with to celebrate. There were no class photos this year, it was a bit harder to get group photos, so there were individual pictures only. The logistics of Photos this year was much more challenging without Mr Lam and Class Photos, It will be up to the PAC next year if this is something that would like to be continued or not.

*Christmas hot chocolate & candy canes for each student on the last day of school before winter break. All volunteers will need to arrive between 8-8:15 to make sure we have all the hot chocolate made and served before the end of recess at 10:30 thank you to all the volunteers so far!

Allocation of funds for playground equipment – Concern from Melanie: address wear and tear on big playground, chain link ladder need some work, an email was sent during the meeting from Tabitha to school admin to have this looked into before it becomes a safety issue. Tabitha reviewed again with the attendees the quote previously received by Mr Lam and that is quite an expensive quote due to the items quoted on needing lots of ground prep. Tabitha will look into quotes for smaller playground additions to hopefully get approval for this school year or over the summer, to use Gaming funds on. Will present at future meeting for questions and approval.

Discussion regarding having Berkshire Bonanza (Carnival) again this school year and what should the budget be. Attendees came to a figure of \$5000. Motion put to floor by Tabitha to add expense to 2022/2023 Budget for Carnival for \$5,000. Melanie asked what if it goes over budget? Tabitha responded that costs from last year show what can be done within that amount and efforts will be made to stay within the budget. Motion put on floor for Carnival Expense line for further questions or discussion or opposition. None brought forward. Tabitha motion to approve \$5,000 Expense for 2022/2023 Berkshire Bonanza (Carnival). In favor: All. Opposed: None. Motion Passed.

Hot Lunch/Twoonie Draw

Hot lunch draw goes to Tabitha! Twoonie Draw goes to Charisse! Congrats to you both! A reminder that all attendees to PAC meetings are entered into the Hot Lunch & Twoonie draw!

Next Meeting

Next Meeting will be virtual in January, going forward we will continue to look at a possible hybrid model.

Meeting Adjournment

Tabitha adjourned the meeting at 10:02 pm