

# JT BROWN PAC

## MEETING MINUTES – ADMIN MEETING

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Date: October 18, 2023

Time: 6:40 PM

Meeting called to order by: Dana Papais

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### MEMBERS:

Chairperson: Dana Papais

Treasurer: Sundeep Bath

Secretary: Ranjit Sanghera

Hot Lunch Team: Dana Papais and Kiren Gandham

Fundraising Team: Dana Papais and Kiren Gandham

Member at Large: Kelly Sidhu

Parent Volunteer: Ruby Sandhu and Ruby Sanghara

### IN ATTENDANCE

Dana Papais, Sundeep Bath, Kiren Gandham, Kelly Sidhu, Ruby Sandhu, Ranjit Sanghera, Ruby Sanghara, and some members.

### APPROVAL OF MINUTES

The minutes were read from the September 27<sup>th</sup>, 2023 meeting and approved.

### NEW BUSINESS

- Update on Halloween Raffle, Hot Lunch, and Christmas Raffle

### BUDGET

- Gaming Grant:
  - \$4900 in account to use
    - Timing for payback has been shortened
  - Bhangra classes suggested again.

## REPORTS

- Fundraising:
  - Halloween basket raffle is doing ok – getting close to making a profit by Halloween.
  - Need volunteers to help hand out candy on Halloween to students.
  - New Christmas backdrop has arrived
    - Need to decide on a date to do the holiday pictures
      - December 1<sup>st</sup> (need to confirm with Mandy)
      - Steaming backdrop on November 30<sup>th</sup>
  - Spirit Wear:
    - Not where we want to be. Need a minimum of 24 orders per design. PAC President has extended dates for orders to November 10<sup>th</sup>.
      - Will send out a copy/reminder to parents as well
  - Hot Lunch:
    - Deadline for Hot Lunch extended to October 23<sup>rd</sup>
    - Not enough orders right now. Going to print copies of reminders to send home with kids.
      - If not enough orders, Hot Lunch will have to be cancelled
      - Could be that parents are not reading the Sway online with notifications about Hot Lunch orders
      - Multiple members suggest that Punjabi translations are necessary for announcements
    - PAC will give out a slice of pizza to each kid on list provided by Principal (by November 3<sup>rd</sup>)
      - Hot Lunch is a fundraiser first, and not everyone gets it
      - Principal said to be prepared to have kids approach us on Hot Lunch day.
      - Principal asked how parents will know what day this will happen
        - Every 2<sup>nd</sup> Hot Lunch day – PAC agrees to pay for one day only
        - Principal (and everyone in attendance – unanimous vote) agrees this will not be advertised. Only for people that approach the Principal to request help.
  - Ms. Narwal's class excited to help with raffles
  - Christmas raffle:
    - Godiva cups bought (\$20 at Costco)
    - Can add gift cards
    - Advent calendars
      - Unanimous vote to add one more advent calendar
    - Tickets for raffle will start beginning of November
    - Godiva Raffle starts beginning of December
  - PAC Kitchen needs to be cleaned prior to Hot Lunch
    - Bins need to be cleaned
    - Window sill also need to be cleared off and cleaned
      - Playpen, stroller and high chair in kitchen need to be donated
  - Grade 6 Immunizations – November 16<sup>th</sup>
  - PAC President adding S. Bath on banking with TD. Still in the process – need a couple more signatures
  - Game Cupboard has been moved to new location
    - Staff signs out items
      - Need to see if anything is missing, and whether it needs to be replaces/replenished
  - Principal working on RESPECT with kids
    - Technology is currently on lock right now

- Board games fall under that
  - Kids are not respecting things and their surroundings
- Principal booked Joanne Howard (for Art) May 2024 (salt water painting)
  - Could potentially fall under gaming
  - Principal will confirm price
- Suggestion made to have visits from firefighters, first responders, etc.
- Movie Day:
  - Need to decide on a day
    - Typically, this is a fundraiser for grade 7's so they can use funding towards Grad.
  - Can be Christmas?
    - Grinch movie (the newer animated one)
- Tech Upgrades:
  - Stereos don't work (the sound systems)
  - Tech is not working
  - PAC wants to help replace

## PRINCIPAL'S REPORTS:

- Enrollment is going down. It does fluctuate. A lot of the kids enrolling are refugees and they are struggling.
  - There is no Ukrainian multicultural worker
  - Struggle with translations for Pasthu and Dari
- Principal can help with anything school related
- Looking for a way to coordinated donations for winter gear (jackets and boots).

## NEXT MEETING

Next meeting will be held on Wednesday November 22<sup>nd</sup> at 6:30 PM, in the Library.

Motion to adjourn was made at 8:15 PM and was passed unanimously.

Contact Dana at [JTBROWNPAC1956@gmail.com](mailto:JTBROWNPAC1956@gmail.com) for more information.