

AHP Matthew Elementary

PAC Meeting Minutes

Monday January 15, 2024

Present:

Hanbir Kambo (Chair) Farha Khan (Vice Chair) Kam Deol (Treasurer)
Kiran Chohan (Secretary) Raihana Ali (Fundraising) Preeti Pratap (DPAC)
Nazifa Obaidi Evangeline Gutierrez Nankling Dazel
Nadine Vandenberg (Principal)

1. Meeting called to order at 8:44am by Hanbir (Chair)
2. **Introductions:** Introductions made by all those in attendance.
3. **Adopt agenda:** Motion to adopt January agenda by Farha, seconded by Kiran.
4. **Adopt minutes from November 15 meeting:** motion to adopt by Hanbir, seconded by Farha, motion carried.
5. **Reports from Executive Team:**
 - A. **Chair** – Hanbir:
 - Received positive feedback from Mr. Wong stating PAC is doing a great job and are involved within school.
 - B. **Past Chair** – Absent
 - C. **Vice Chair** – Planning for dance school performance for the kids. Awaiting spreadsheet from Past Chair for the winter raffle baskets.
 - D. **Treasury** – Farha spoke to the AHP Treasurers January Report (see below).
 - E. **Secretary** – nothing to report.
 - F. **Fundraising Committee** – Determine when next Subway lunch is or plan for Kernels popcorn order. Kernels order will need to go out end of Jan and be in by end of Feb. Treat day is on January 23. Flyers are to be created. Nadine suggested to utilize grade 7 students to make copies and place in mail slots. Volunteers are required at 11:30am. Kiran to email Secretary to send out reminders for Treat Day.

G. DPAC – provided update on school to contact district department to obtain funding for new playground. Advised correction to last PAC minutes with next DPAC meeting held on January 24th.

6. Principal's Report – Nadine:

- Advised of a flood in the building that occurred over the weekend impacting Ms. Richardson and Ms. Minty's class. Required to relocate temporarily. Ms. Richardson's class requires a longer plan as currently four adults work out of the classroom. Have fans placed in school to deal with the smell.
- In 2025 playground will be decommissioned; plan submitted and next step to reach out to vendors to bid on a proposal. Project will require over \$100-\$150k of funding, majority from grants, funders and donors. Teachers to be advised some of current funding need to be diverted to playground over next year or so. PAC will have a voice in which of the three proposals to choose from. Swing sets will remain in both playgrounds. Parents can volunteer their time to participate in construction activities e.g. digging dirt etc. Possible gap in time between construction and funding.
- Indigenous story telling occurred at school which was appreciated.
- Today is Black Excellence Day to support Black History month.
- Proud to announce we have a anti-racism activism group coming to AHP on January 30 called BIPOC Collective Presentations which provides workshops on anti-racism, we are the first school to have this group.
- January 31, new phone system will be in effect. Communicating to teachers through their mailbox will remain in effect.
- Lunar New Year will take place in February, there are a group of staff to plan activities.
- Principal will be out of school (Jan 22-26) attending AI technology conference. Vice Principal, Kerry will be available.
- Principal commented on how grateful they are for everything PAC does.

7. Teachers Report – Nothing to report

8. New Business:

- A. **Staff Appreciation lunch** (May 1) - potluck theme. Well received last year. Parents are to email PAC mailbox to advise what they are bringing in. Farha to record and update daily on Facebook group underneath a post called 'staff appreciation lunch' on what everyone will bring in.
- B. **School Dance** (Mar 13 or 14) – Planning for two school dances in spring time, require a lot of volunteers. Donation required to participate, can sell glow sticks. Aiming for March 12 or 14. Principal raised concern over grade 5-7 students' behaviour in a confined space, placed on hold until Ms. Vandenberg decides. Schedule for staff relief will be created.
- C. **Candy-Gram** – Valentine's Day coming up, suggested Candy-Gram for classes. Parents to purchase candy bags for student's class friends. Details to be determined.
- D. **Hot Chocolate & Cookie Day** (Feb 15) – Past events well received; donated cookies left over. Kiran to lend out pots and utensils. Option to seek out donations. Motion to approve \$200 for hot cocoa and cookies by Hanbir, motion approved.
- E. **Playground Removal** – Chair and Vice Chair working with Principal, Chair to contact vendors and meeting to go over options and take vote for best option for school. A lot of fundraising required. Handing everyone a letter of intent for donors. Eligible for a tax receipt, suggested to communicate now prior to tax season.

9. Old Business:

- A. **Subway Fun Lunch** – Determine what's happening with Subway lunch or plan for a Kernels order instead.
- B. **Movie Night** (Feb 22) – School wide evening event requiring parent participation, movie played in gym selling pizza by the slice and snacks. Prior to a Pro-D Day, would require advance notice and a lot of volunteers to set up. Purchase tickets to participate and bring own chairs and mats. PAC required to be there at 5pm for set up.
- C. **Gym Equipment Donation Request** – Raised \$963 donations last year and received a \$1000 rack. Suggested to hold off until playground is complete as there is no immediate need.
- D. **Treat Day** – Discussed above.

- E. Art Start Booked** – There is an art start called ‘How Raven Stole the Sun’ that has been paid by PAC \$1042.50. Performance took place on January 11. Second school wide performance booked by PAC is for May 15 called ‘Ilumi-dance’ that will cost between \$1200-\$1400 and are awaiting invoice.
- F. A-Frame for PAC Notices** – Past chair involved in this work, forward to next meeting.

10. NEXT MEETING: Tuesday, February 27th @ 7:00pm in school library.

11. Adjournment: Meeting adjourned at 9:53am.

AHP PAC Facebook page: <https://www.facebook.com/groups/643263390476330>

AHP PAC Email: ahpmatthewpac@gmail.com

AHP Matthew Treasures November Report

November 16 2023 - January 14 2024

Account	Description	Amount
General Account		
Expenses:		
	#538 Kiran for raffle baskets and totes	\$135.46
	#539 Krystal Ng winner for class donations of raffle basket items	\$50.00
	#542 Philip Wong pizza party for most participants	\$85.50
	#543 Adam Cornfoot Pizza party for most raffles sold	\$108.35
	#0544 Farha for treat day (January)	\$813.18
Income		
	Treat day (Nov 21)	\$1,578.35
Current Account Balance		<u>\$11,227.20</u>
Pending Cheques:		
	#540 Tiffany for coin rollers	\$16.80
	#541 Kam for raffle basket supplies	\$29.69
Reconciled Closing Balance		<u>\$11,180.71</u>
Notes:		
Gaming Account		
Expenses:		
	#0087 EA funds	\$375.00
Income:		
	Raffle baskets	\$4,889.55

Account Balance		\$13,425.92
Pending Cheques		
	#0089 Art starts performance "How Raven Stole the Sun"	\$1,042.50
Reconciled Closing Balance		<u>\$12,383.42</u>