

## **PAC Meeting Minutes**

**Date:** Oct 24, 2024

**Location:** Hybrid (Library – Learning Commons & Online)

**Attendees:** PAC Council Members + School Principals + 5 parents

Executive Council in Attendance:

- **Shefali Mahajan & Gitika Sharma** – Co -Vice Chairs
- **Nicole Welsford** – Co - Chair
- **Sunhee Gooding & Debbie Grewal** – Co-Treasurers
- **Kavitha Chandrasekaran & Nabila Sadaf** – Co-Secretary
- 1 member at large was in attendance: **Sara Aleaf**

### **Call to Order: 7:02 PM**

Nicole chaired the meeting

### **Approval of Minutes**

- **Motion to Approve:** Debbie made a motion to approve the minutes from the previous meeting.
- **Seconding Motion:** Shefali seconded the motion, and the minutes were unanimously approved.

### **PAC Updates:**

**DPAC Updates:** The PAC DPAC rep, Mandip, couldn't attend the monthly meeting. PAC noted that DPAC meeting minutes can be requested and that there is an option to join the DPAC meetings online.

### **Treasurer's Report (Sunhee)**

- **Financial Overview:** Sunhee reported the current balances of the PAC accounts:
  - Gaming account: \$34,328.06
  - Co-organizational account: 29,240.63
- The checks for the school were cashed out on Oct 18<sup>th</sup>
- The school used the money in the account left over from previous years (~ 11k) to order 17 new laptops after PAC signed the letter of intent

### **Teacher Reps:**

- **Action Item for School:** PAC requested 2 teacher reps to communicate directly with PAC (1 Intermediate and 1 Primary)

### **Hot Lunch and Concession:**

- Many divisions were away during the Panago hot lunch and that affected the sales. However, concession was good that day. Total sale: 3031.42 cents
- There were a quite a large number of disgruntled parents as concession was not part of the second hot lunch for the month. Kids were also expecting it, but it didn't happen.

- PAC noted that parents were relying on extras that were ordered – but PAC noted that parents need to order online as PAC only orders limited extras to limit food wastage.
- PAC requested school to share field trip dates so that hot lunch dates can be managed
- Concessions will happen once a month on the first hot lunch of the month and will be in the gym. If the weather is good, it will happen outside.
- PAC and volunteers had difficulty in delivering hot lunches to the portables as it doesn't have labels. **Action Item for school:** School to look into including the names of the teacher and division names outside the portables.
- For Halloween, PAC has Donut day planned and requested for volunteers and Nicole noted that she will be sending out the details soon.
- For Diwali hot lunch, Students will be given 1 diya each and the cost for this will be shared equally by PAC and the school.
- School asked if PAC can have healthy snacks for concession, like granola bars and gluten free options. PAC noted that kids already bring them to school and that we have taken out candy bags and ring pops. PAC also cannot do anything fresh due to storage concerns. PAC will look into healthy options like veggie straws, goldfish crackers and made good cookies.
- PAC noted that concession food meant to be a treat and kids may not want to purchase the healthy options. Healthier options cost more as well and people may not pay. PAC will look into implementing a cap for how much a student can spend (5 dollars)
- PAC requested more volunteers for hot lunch and concession.

#### **Calendar and Communication**

- **Action Item for School:** PAC asked the school to help communicate the deadline to order hot lunches to parents. Sara, from PAC, has created a monthly PAC calendar with important dates and reminders for parents and it would be beneficial if Julie can include it in the school newsletter. Teachers can make note of hot lunch dates on their planner and inform the kids and parents.
- PAC will share the monthly PAC calendar on social media platforms as well.
- **Communication Survey for Parents:** The school may do a survey on communication mechanisms for parents. Sash had brought up concern that people are not paying attention to newsletters, but the school noted that they had received feedback that people do like it.

#### **Principal's Report:**

##### **Student Enrollment:**

- 842 students, with 846 expected on Monday.
- There are 14 new students as of Sept 30.
- **Action item for PAC:** School noted that teachers had inquired if the PAC can accommodate the increase in students for the student fund. PAC to discuss internally.

##### **Cross Country Team:**

- 91 students participated in all 5 cross country meets. 3rd and 4th graders took part and wore 20-year-old jerseys.
- School requested if PAC would be willing to sponsor new shirts for younger participants (~40-50 shirts).
- Action item for school: To gather quotes from vendors and share with PAC along with designs.
- Action item for PAC: PAC will discuss new shirts for younger participants.

#### **Halloween Day Parade and Associated Activities:**

- On Halloween Day, the parade will happen with separate participation for intermediates and primaries.
- Morning: Pumpkin carving, design, and painting. Teachers will judge the creations and primaries may receive small gifts as part of the event.
- Bhangra Performance during the Nov 1 assembly organized by Ms. Plume is organizing. Parents are invited if their children are performing.

Gardening grants: School is in talks with the Parks department to explore gardening grants.

#### **New Business:**

**Garden Broom Sales:** Shefali and Sunhee from PAC will be handling the garden broom sale event. PAC has decided to hold off until Spring 2025 as there are a number of other events to coordinate before Christmas. They will get the order started before Christmas and then advertise for spring cleaning.

#### **Spring Fair:**

- The school and PAC discussed combining the Identity Night event with Spring Fair and not having 2 separate events. Including social-emotional activities such as yoga and art were discussed.
- Heather is interested in supporting and helping with fundraising roles.
- Debbie is working on grants (Community grant: \$1,000-\$2,000 with 100+ attendees).
- PAC wants this to be a community gathering event with local vendors and concession / food trucks. PAC and school discussed this being an engaging event showcasing students' fine arts, music, and drama as a fundraiser.
- Talks about encouraging teachers to display student artwork (maybe created with their buddies) and invite parents and having proceeds go toward arts initiatives.
- School and PAC noted that they will not have bouncy castles -
- There can also be a G7 Entrepreneurship stall that students may set up a stall and donate proceeds.
- **Action item for PAC:** To discuss details of this fair internally and plan it out.

#### **Air Cadets Rental:**

- Air Cadets program were looking for spaces to rent from 6:30 – 9:30 PM. School can get some money for the rental. School noted that this will need to be handled by the Business Development department with the Surrey School District.
- For next year, this will be considered as the school can rent the space out after 5 pm - on surrey schools website, there is a booking space option to give quotes and spaces. Ram to discuss with cadets

At 8:10 PM, the meeting was adjourned.

**POST PAC Meeting Update:** The PAC co-chairs attended a staff meeting at school and it was decided that concessions will happen during every hot lunch moving forward.