



General PAC Meeting – Minutes

Date	Nov 3, 2020	Time	8:00 pm - 9:00 pm
Location	MS Teams Online Meeting	Approval	

Attendees			
Bothwell Elementary School	✓	Leah Christensen, Principal	
PAC Board		Blair D., President	✓
	✓	Tina C., Vice President	✓
Guests		A. Chan, Mustafa A., Angela C., Andres C., Sunny L.	✓
	✓		✓

	Agenda	Description	Speaker/Time	Action
1.	Agenda	Call to order 8:06 pm Adoption of agenda	Tina	
2.	Approval of Minutes	Minutes dated Sept 28, 2020 - Approved	Tina	
3.	Introduction of Executives and Principal	<ul style="list-style-type: none"> ● Harsh T. appointed as Treasurer 	Tina	1. Blair or Tina to coordinate signing authority with Vancity and advise.
4.	Principal's Update	<ul style="list-style-type: none"> ● See attached PPT presentation 	Leah	
5.	Review 2020/21 Budgets Overview	<ul style="list-style-type: none"> ● Items requested by school staff: <ul style="list-style-type: none"> ○ Outdoor learning (garden) ○ Physical activity with external instructor (previously did Zumba and yoga) ○ On-site activities (i.e. activity set up in school). PAC previously funded Aquavan and Planetarium at school for all students. Participation can be limited to cohorts. ○ Classroom library 	Tina	1. Leah to consult teachers on physical activity on-site field trip. Need ideas and volunteer(s) to research and liaise with vendors.



		<ul style="list-style-type: none"> To bring activities/vendors to school, PAC can look into allocating funds, but would require school staff to determine activities, choose vendors, and liaise with vendors as they've done in previous years. 		
6.	Fundraising	<ul style="list-style-type: none"> Encouraged parents to advertise Chipotle fundraiser. Promo code available for online orders. Can do once more this school year. Many fundraiser limitations this year due to COVID-19. E.g. hot lunches not permitted Grade 7s may need funds from PAC due to inability to do hot lunches and bottle drive. Unsure if online sales-type fundraisers are permitted. (E.g. Purdy's Chocolate sales, gift card sales) They would require distribution. 	Liz	<ol style="list-style-type: none"> PAC Execs to review Grade 7 fund allocation Leah to inquire about online fundraisers with Superintendent (e.g. Purdy's, gift cards)
7.	Open Floor Discussions	<ul style="list-style-type: none"> Parking at front pick up improved- less cars, not as dangerous for students 	Open	
8.	Closing	<ul style="list-style-type: none"> Next Meeting for Execs: date not set Target dates for budget finalization: <ul style="list-style-type: none"> Nov 10: deadline for PAC Execs to revise proposed budgets Nov 12: School publishes proposed budgets and distributes to parents Nov 24: Meeting to vote in budgets for this school year Next General Meeting: Nov 24, 2020, 8:00-9:00 PM Adjournment: 9:05 pm 	Tina	<ol style="list-style-type: none"> PAC to complete budget document and send out, plan for budget approval with next meeting Nov 24, 2020 Liz to confirm Fraser Heights Secondary PAC meeting schedule to ensure no conflict with our next meeting.