



## DR. F. D. SINCLAIR Parent Advisory Council "PAC"

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### PAC Meeting (At School: Meeting Room #2)

Parent Advisory Council (PAC)

**Date: November 22, 2021**

**Time: 9:00 am**

**I. Welcome and introductions :** Welcome to all the new parents who joined today for PAC meeting. Overview of PAC motive to new faces.

**II. Adoption of the minutes :** To be reviewed at the meeting to be held on December 13, 2021.

#### **III. Principals Report**

- Mrs Hillen is not coming back as she is full on acting Principal at CougarCreek School now.
- Miss Guralik will be Principal from now on.
- Mrs Sandhu is taking over responsibility of collecting food for the food bank.
- December 10th, 2021- Term Report cards will be released. They will be in paper form or Online depending upon teachers.
- December 3rd, 2021- will be the picture retake day ( if parents are unhappy from the current one)
- December 2nd, 2021- Immunization day for grade 6 and grade 7 in school.
- Meeting with teachers on discussion for hotlunches to be held once in two weeks or once in a month. ( no tentative date yet)
- The last hot lunch was a profitable event with a profit of almost \$1000.
- December 17, 2021- will be the last day of School before winter vacation.( Pajama Day)
- Grade 7 students will be doing the Annual Christmas play.

#### **IV. Treasure Report**

- (i) Gaming Account: There is \$8547.91 currently in the gaming account. Request for gym equipments ( waiting from financial ends)
- (ii) General Account: There is \$28100.58 in the general account.
- (iii) The money that was deposited from the Hot Lunch For Pizza Day has to be reimbursed fto General account from the Gaming account.
- (iv) At the moment we have two separate accounts (one for Gaming and one for General). Executives from PAC are asking if we could consolidate accounts into one. We can keep 7 year hard copy records and digital records: All PAC members agreed to the consolidation.

#### **V. PAC Updates**

- (i) Deep freezer needed (Price range \$200-\$500) for all events that involve food. Will need measurements for the space before purchase and to find best deal price.  
Motion to approve purchase: Yes, voted by all PAC members.

## VI. Fundraiser Report

- (i) Hot lunch update: Lots of orders collected, almost a whole school participation. Profit of almost \$1000, thank you to everyone involved. Teachers will hold a meeting, date TBC, to discuss how Hot Lunch went for them and collect feedback.
- (ii) Holiday Fundraising Ideas - Candy cane grams for students ( on last day of winter vacation)
- (iii) More Volunteers needed for all upcoming events. Example: next Hot Lunch
- (iv) Grade 7 - Students will be selling chocolate bars in order to collect funds for camp
- (v) candy cane day

## VII. New Business

- School Requested \$200 for LST group.
  - Motion to Approve / APPROVED by all PAC.
- Request of \$100 for IST group
  - Motion to Approve / APPROVED by all PAC
- Funds for gym Equipment - to be discussed in the next meeting.

## VIII. Open Forum & additional activities Upcoming events

Adjournment meeting ended at 10.20 A.M

Set next meeting date

*December 13, 2021 at 8.45 a.m*