**PAC Meeting Minutes**

**Purpose of the Meeting:**

* Budget
* Fundraiser – touch base
* Hot Lunch

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| **Chair: Mandeep** | **Venue:** School Library |
| **Date: 8th October 2019**  **Present: Tam/Tracey/Harj Khara/Patrick/Bridget/Cristine/Tulika** | **Time: 6pm-7.30pm**  **Apologies:** |

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| What? | Notes | Who? | Actions |
| 1. Principal’s Report | Tam gave updates on current and upcoming events. Report is attached.  Gym is being painted white and wooden panel is added at the bottom of the walls. Decision regarding murals is still pending.  Book Fair profit was higher than last year.  It was 4th week of cross country race this week and it is steadily improving.  Lacrosse will begin in spring.  Daily tokens are given for walk week, which goes in a draw. daily draw is being done and a big draw at the end of the week is due. Day one there were 30 tokens given, day 2 the tokens increased to 200.  Suggestions are welcome to reduce the traffic congestion during drop off and pick up. | Tam | No immediate action required |
| 1. Budget Report | Tracey informed that the bank statement stays the same as September 2019, CAD 16,285.70  The changes suggested in the last meeting (reported in the last minutes) were discussed.  Library books – Amount changes from CAD 1000/- to CAD 800/-  Student Learning is now called Student Experiences, amount changes from CAD 3000/- to CAD 4000/-  Field trip amount changes from CAD 6000/- to CAD 5000/-  Grade seven camp is renamed Grade Seven Activities, amount stays the same.  New category is added LST/IST, amount allotted to these teachers are CAD 200/-  All present in the meeting agreed to the budget.  Mandeep and Bridget gave approval of the budget.  CAD 13000/- cheque was given to the School. | Tracey | No further action required |
| 1. Field Trips | Harj requested for advance notice to be given about the field trip, it would help to plan specially from work. Tam said she will try to look into this. | Harj | Tam to try for advance notice about filed trips. |
| 1. Application | Mandeep said that currently PAC gives CAD 300/- to each teacher to spend on classrooms. For next academic year an application is being made to request for these funds. Teachers will need to fill the application form for PAC to release the money. This will give an idea to PAC what the money is being spent on and if there are any spare money it could be used for a different purpose. | Mandeep | No further action required |
| 1. Hot Lunch | There were some queries raised and some suggestions made –  -Will FUEL remit the money to PAC?  -Do we have the same profit margins as last year?  -It will be better to have PAC control over munch & lunch website in order to use it for other fundraising events.  -Will school concession start on hot lunch days?  -There should be classroom representatives for hot lunch, one div per month, so no one person will be responsible for the entire year.  -To ask FUEL to report of trend for hot lunch. | All | Mandeep to discuss with Bre and get back to PAC |
| 1. Wrap up | Bringing meeting to an effective closure at 7.30 pm and thanking all. | Mandeep |  |
| 1. Important Dates | Next **PAC meeting – Nov. 5**  Photo Retakes – Nov. 6  Remembrance Day Assembly – Nov. 7  Identity Fair – Nov. 15  School assembly – Nov. 28 |  |  |