



Minutes of Panorama Heights Elementary School PAC Meeting

December 8, 2014

Chair: Kam Farahavar

Secretary: Kelly Proulx

Attendees:

Tracey Yuruk	Jerusha Chong
Malia Heale	Sonia Kim
Sandra Harris	Stacey Cera
Sabrina Scardillo	Alicia Tarry
Kari Perkins	Kent Chen
Susan Gottfredsen	Denise Affleck
Haleh Sahba	Niaz Naji
Moe Manavipour	

Meeting called to order at 7:03 pm.

Introductions and Housekeeping

1. Round table introductions.
2. Timekeeper designate: Tracey Yuruk.
3. Minutes from previous meeting were reviewed. **Motion** to approve minutes of the PAC meeting held October 20, 2014. Moved by Sonia. Seconded by Malia. All in favour. **Motion passed.**

Chair Report

1. Reviewed bylaws to make amendments.

School Report

1. Mr. Clarke thanked Tracey and other volunteers for supporting the Entertainment Books fundraiser. The first formal report cards will be coming home on Dec. 12 and Parent/ Teacher interviews to follow if necessary or requested. There have been a number of teacher illnesses and absences and the school and school board are doing their best to find suitable replacements in a timely manner. There will be two more assemblies before the end of this

calendar year with a festive theme. The junior and some intermediate classes will be participating in the gingerbread decorating event during the week of Dec. 15th. Please remember to read the information from the December newsletter about head lice for useful information and tips. While the teachers are supportive of the idea of a Spring concert, there will not be one this school year due to the amount of time commitment required during an already shortened teaching year.

New Business

1. Bylaw amendments update: The following proposals will be reviewed at a future PAC meeting and will be put forward for voting.
 - Changing the data retention to purge the non-financial data at the end of the school year.
 - Language to limit non-copyrighted materials being posted to the PAC site.
 - Amendments regarding access and editing rights to the site.
 - While reviewing the bylaws, Jerusha noted that the SPC representative requirement may prohibit volunteers from any district from volunteering for this position.
2. After-school Programs: There is a District Coordinator that reviews and can approve proposals for programs run at the school after school. When approved via this process the vendor does not have to pay a rental fee. Contracts that do not get approval via the District Coordinator must seek and sign a rental contract with the school. Reviewing, approving and coordinating the programs is a balance between the community wants, teacher needs and Administration. All requests of this nature must be sent and reviewed to the Principal.
3. Website Security: Jerusha and Kent have been reviewing the website security and they have set up a test site to test and verify the changes. The testing phase should be completed during the Winter break and updates will provide additional security for any confidential data.

Old Business

1. The walking school bus dates have been approved and are posted on the PAC website.
2. Panorama Heights t-shirts and sweatshirts belonging to the PAC have been located. The PAC can take an inventory of the stock and sell via the website. Proceeds from the sales will be donated. Haleh has volunteered to create an inventory and take photos of the gear to advertise on the website. The PAC will sell the t-shirts for \$5.00 and sweat shirts for \$10.00. All in favour. **Motion passed.**
3. Donation to PAC: The district is looking at a centralized means for making donations directly to the PAC or school. Currently donors must write a cheque to the school district indicating that the funds are for the school and it can also indicate what the funds are for, if desired. This information has been put into a form by Sabrina and Jerusha will post this to the PAC website.

4. Spring Fair: There have been no volunteers to run the fundraising activity at this point. Susan requested that a paper flyer be distributed to students noting that the event cannot take place without parent volunteers. We need 4-5 parent volunteers to coordinate the event and get enough volunteers to manage during the day of the Spring Fair. A communication will be prepared for emailing to the class reps to be sent on to the parents.

Treasurer's Report

1. Gaming and General accounts:
 - a. Gaming Account: Motion to amend the Extracurricular budget to add \$150.00 for the fan dance club and add \$1,000.00 for the Writing Club. Motion to approve Gaming and General Accounts budget. Moved by Sonia. Seconded by Denise. All in favour. **Motion passed.**
 - b. General Account: Motion to amend the revenue for treat days to \$3,200.00, expenditures for treat days to \$1,600.00 and increase bank charges to \$150.00. Moved by Kam. Seconded by Denise. **Motion passed.**

Committees

1. DPAC: School board elections have taken place since the last PAC meeting. Haste BC has been brought on as a consultant with District 43 to look at transportation issues and ideas within the area.
2. SPC: no news.
3. Fundraising: Purdy's raised app. \$900 and the orders have arrived. The next movie night will be in March and the PAC will implement pre-order of food combos via the PAC website.
4. Hot Lunch: The next hot lunch will be pizza on Friday, Dec. 12, 2014. Random Acts of Kindness will start again in 2015 and if Mr. Clarke will give tickets to students 'caught' doing something kind. There will be 2 free lunches given away per hot lunch via this initiative.
5. Parent Education: No additional news yet on Jesse Miller. Denise will also be looking into iGirl and iGuy sessions by Saleema Noon.
6. Traffic: The school continues to encourage parents and students to walk to school if they live in the area. The traffic signage has not yet arrived. Parents and community members are encouraged to contact the by-law officers and RCMP (non-emergency) to report any issues as required.
7. Class Liaison: no news.
8. CFP: Family fun skate coming up soon and a reminder to renew memberships if necessary.
9. Grade 5: The order for the sweatshirts has been placed and has possibly arrived on site Dec. 8th.
10. SEP: Clubs are going well and are starting to wrap-up with over 200 students participating across 3 clubs. A new set of clubs will start up in January.

Date of next meeting is tentatively set for January 19, 2015 at 7:00 pm.

Motion to adjourn meeting. Moved by Denise. Seconded by Moe. All in favour. **Motion passed.**

Meeting adjourned at 9:17 pm.