



**Minutes of Panorama Heights Elementary School PAC Meeting**

**January 19, 2015**

**Chair:** Kam Farahavar

**Secretary:** Kelly Proulx

**Attendees:**

Tracey Yuruk	Jerusha Chong
Malia Heale	Sonia Kim
Sandra Harris	Alicia Tarry
Kelsey Jones	Stacey Cera
Kari Perkins	Jackie Hamnett

**Meeting called to order at 7:06 pm.**

**Introductions and Housekeeping**

1. Round table introductions.
2. Minutes from previous meeting were reviewed. Correction to minutes of December 8, 2014: there will be also be a movie night on Jan. 30, 2015 and pre-order will not be a payment option for the upcoming movie night. This will be considered for future movie nights. **Motion** to approve correction and minutes of the PAC meeting held December 8, 2014. Moved by Sonia. Seconded by Sandra. All in favour. **Motion passed.**

**Chair Report**

1. The PAC has been soliciting volunteers for the Spring Fair in May; deadline for this is January 28 in order to determine whether or not the event will go ahead. There is a volunteer coordinator and volunteers for amusements, cake walk, food and tickets for the event so far. Other opportunities that still need volunteers: prizes, silent auction and overall communications and/ or event coordinator.
2. The Chair will provide a documented review and summary of suggested by-law amendments fourteen (14) days prior to the next meeting.

**School Report**

1. After-school program 4Ball is under-way and the older students are in full swing for the current basketball season.
2. Registration opened up for French Kindergarten and there are currently 41 students from the catchment. There is an additional large group applying from cross-catchment. This will continue throughout the week and will be reviewed at the District. English Kindergarten registration will start at the school on February 3.
3. Student led conferences will be held on February 19 following an early dismissal.
4. There are two upcoming Professional Development days on January 26 and February 20.
5. Grade 4 students will be writing standardized assessments shortly and continuing into the end of next week.

### **New Business**

1. School protocol for local emergencies: when a code Red (imminent threat) is declared the school needs to go into lockdown. In December 2014 there was an unrelated incident in Port Moody and the Administration decided to take extra precautions by locking all the external doors and communicating regularly with the Superintendent, even though the school was not at any elevated level of security. The Superintendent keeps in regular communication with local emergency services.
2. Teacher/Staff Appreciation luncheon has been confirmed for Tuesday, February 10.

### **Old Business**

1. Website security update: testing is ongoing and will continue during Spring Break. Testing will require prolonged access to the PAC site and this will be done during this low usage period.
2. Spring Fair: see notes in Chair Report section.
3. Selling Panorama Heights t-shirts and sweatshirts: the inventory has been completed and now a message needs to go out to parents; this will be coordinated by Kam and Jerusha. The inventory will then be available for purchase.

### **Treasurer's Report**

1. The Treasurer reviewed the Gaming and General accounts. A request for an additional \$200.00 for Teacher/Staff Appreciation event was reviewed during this report period. The Treasurer will review the budget and make a proposal to the PAC Executive for review and approval prior to the event and the next meeting.

### **Committees**

1. DPAC: no news
2. SEP: Writing and chess clubs have started already and the floor hockey schedule will be issued next week and starting the week following. The fan dance club has been cancelled due to lack of registrants.
3. Fundraising: The next movie night will be on January 30 featuring Big Hero 6.
4. Hot Lunch: The next hot lunch will be pizza on January 23.

5. Parent Education: no news.
6. Traffic: no news.
7. Class Liaison: no news.
8. CPF: no news.
9. Grade 5: New supplier for sweatshirts, looking at sizing issues. The coordinators will be looking shortly at ordering keychains again and will starting to work on the memory book.

Date of next meeting is tentatively set for February 16, 2015 at 7:00 pm.

**Motion** to adjourn meeting. Moved by Sonia. Seconded by Alicia. All in favour. **Motion passed.**

**Meeting adjourned at 8:56 pm.**