



**Minutes of Panorama Heights Elementary School PAC
Meeting October 19, 2015**

Chairperson: Tracey Yuruk
Secretary: Mel Wong

Attendees:

Tracey Yuruk	Alex McLaughlin
Mr. Clarke - <i>Principle</i>	Lineh Mehrafarin
Sonia Kim	
Jerusha Chong	
Sheema Mousavi	
Sarah Taylor	
Ting Ting Han	
Mel Wong	
Kelsey Jones	
Leah McGeechie	
Sasan Mamani	

Meeting called to order at 7:05 pm by Chair, Tracey Yuruk

Introductions and Housekeeping

- 1 Timekeeper designated: Sonia Kim
- 2 Round table introductions - Completed
- 3 Next meeting set for November 16, 2015 at 7:00pm
- 4 Minutes from previous meeting: **Motion** to approve minutes of the PAC meeting held September 14, 2015. Moved by Kelsey Jones, Seconded by Sheema Mousavi. All in favor. **Approved.**

Chair Report

- 1 Chairperson, Tracey Yuruk thanked everyone as the start of the year has been successful and well organized with launch of all the programs well in progress;
- 2 Tracey proposed rotation system for organizing refreshments at PAC meetings. A signup sheet is now available for PAC members to sign up if they who would like to bring treats during PAC meetings.

School Report – Principle Mr. Clarke

- 1 The principle, Mr. Clarke explained that the interim report cards have been sent home and the formal report cards will be going out on the December 4, 2015;
- 2 Mr. Clarke would like to thank Tracey Yuruk and the volunteers for organizing a successful entertainment book fundraiser;
- 3 Mr. Clarke explained that the earthquake drill was completed;
- 4 Mr. Clarke would like to thank Sonia Kim responsible for SEP and Mr. Whitfield because the club programs had a successfully started;
- 5 Mr. Clarke will have a discussion with the teaching staff regarding the Christmas Concert; and
- 6 Mr. Clarke would like to welcome Madame Stewart back to school.

New Business

- 1 The Chairperson then opened the floor to the PAC to give members an opportunity to discuss/comment on the flow and format of the PAC meetings and to hear any suggestions for improvement. Sasan Mameni shared thoughts relating to use of the school's gym and school equipment for fundraising events; Mr. Clarke clarified the process for PAC and non-PAC activities.
- 2 Nomination of Negar Azmudel for the CPF (Canadian Parents for French) position: **Motion** to approve Negar for the CPF position. Moved by Chairperson Tracey Yuruk, Seconded by Sonia Kim. All in favor. **Approved**;
- 3 Nomination of Lineh Mehrafarin as the new Hot Lunch Coordinator. **Motion** to approve Lineh as Hot lunch coordinator. Moved by Chairperson Tracey Yuruk, Second by Sonia Kim. All in favor. **Approved**;
- 4 Mr. Clarke stated he will be sending information to parents from the district regarding appropriate costumes for school. Mr. Clarke explained that the Halloween Parade will go ahead this year and the plan, after the parade, for teachers to organize a short party in the afternoon inside the classroom. Mr. Clarke will look at adjusting the parade route inside the gym for better photo opportunities for parents;

Old Business

1. Mr. Clarke thanked the PAC for contributing a percentage of the hot lunch sales from the activity day to the Terry Fox Run fundraiser. Mr. Clarke will look into adjusting the transition of students from the lower field back to the school at the end of the activity day to ensure it's more organized;
2. The PAC discussed that a volunteer sign up list for the 'Activity Day' (separate to Terry Fox sign-up list) may assist with better coverage by parents between the classes
3. Mr. Clarke explained that the teachers do participate in the activity day. Those teachers who are *away sick have a TTOC replacing them and they follow the plan for the day. There were some challenges with the activity day as there were five TTOC's in the building. This is a little higher than the average for a normal day.*
4. The PAC's hot lunch raised \$1690.50 during the Terry Fox Run; and

5. The PAC discussed stickers with “I contributed to Terry Fox Run” may be beneficial for the kids to feel that they have contributed to the fundraiser.
6. Mr. Clarke received positive feedback from parents regarding the Open House that was well attended by parents. Mr. Clarke noted he was glad to see that the book fair and the PAC were present during the Open House. Mr. Clarke explained that the Open House will continue next year. Child care during the Open House, could be an option however, space in the school is limited.

Treasurer’s Report

- 1 The PAC reviewed the Gaming Account. The PAC received \$9300 from the government to be used for enhancing extracurricular activities;
- 2 The PAC reviewed the General Account;
- 3 Sheema Mousavi of PAC Fundraiser committee explained that the Tea fundraiser raised \$200. Sheema was thinking of organizing another tea fundraiser in the spring;
- 4 Mr. Clarke explained that the cheque from the Hot Lunch Fundraiser can be made out to the Terry Fox Foundation. The Chair and the treasurer to clarify the hot lunch contribution from last time.

Committee Reports

- 1 **DPAC Rep:** Sarah Taylor advised that the next DPAC meeting is on October 28, 2015 and the Autism topic will be discussed. Minnekhada Middle School will be hosting a ‘WellAhead’ event on 21 October.
- 2 Sarah provided an update on Bill 11, the Education Statutes Amendment Act and its impact on school planning counsels (SPC)
- 3 **SEP Coordinator:** Sonia Kim explained that there were many children interested in activities this year so they had to separate into group of different grades. Sonia addressed parents’ concern about not being able to register their children for the art clubs which had limited spots due to volunteer and space limitation.
- 4 **Fundraising:**
Treat day – Successful and lots of volunteers. More orders this year than last year. This year raised \$3700.
Clothing drive – The clothing drive raised \$216 with two loads so far. The next one will be the Christmas clothing drive.
Movie Night Coordinator: Leah McGeechie was happy to see some new volunteers joining. Although the attendance was lower in the first movie night, it still raised over \$600. The next movie night will be on December 4th, 2015. The coordinators to determine if showing a pre-release movie would be possible.
- 5 **Hot Lunch Coordinator:** The new coordinator Lineh Mehrafarin is getting familiar with the system and will start off with pizza lunch on Nov. 6, 2015.
- 6 **Parent Education Coordinator:** The chair informed PAC that the coordinator Kari Perkins arranged Bridgett Miller for a speech on Gordon Neufeld’s “Big Behavior” Theory as the next parent education session. The session has been scheduled for January 27, 2016 and will be offered to parents at little to no charge.
- 7 **Traffic:** Mr Clarke shared his observation that the drop-off/pick-up traffic has been better so far and that family members need to be familiarized with the drop off process.

8 **Class Liaison:** No report

9 **CPF:** No report.

10 **Grade 5 Committee:** Sheema Mousavi and Ting Ting Han have ordered 66 sweat shirts which will arrive very soon. Key chains will also be ordered and paid by the PAC. Mr. Clarke advised that the grade 5 field trip will be at Cultus Lake on June 22, 2016.

11 **Multicultural Liaison:** No report

12 **Webmaster:** Jerusha Chong reminded that all PAC executive members should now be using their assigned PAC email accounts for PAC related communications moving forward.

Date of next PAC meeting is tentatively set for: November 16, 2015 at 7:15pm

Motion to adjourn meeting. Moved by Sonia Kim, **Seconded** by Leah McGeechie.
Motion Passed.

Meeting adjourned at 8:45pm.