



**Minutes of Panorama Heights Elementary School PAC
Meeting December 14, 2015**

Chairperson: Tracey Yuruk

Secretary: Sonia Kim (Mel Wong absent)

Attendees:

Tracey Yuruk	
Mr. Clarke – <i>Principle</i>	
Sonia Kim	
Alex McLaughlin	
Sheema Mousavi	
Lineh Mehrafarin	
Ting Ting Han	
Leah McGeechie	
Kelsey Jones	

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 January 11, 2016 at 7:00pm
- 4 Minutes from previous meeting: **Motion** to approve minutes of the PAC meeting held November 16, 2015. Moved by Sonia Kim, Seconded by Sheema Mousavi. All in favor. **Approved.**

Chair Report

- 1 Chairperson, Tracey Yuruk thanked everyone for their continued efforts.

School Report – Principle Mr. Clarke

- 1 Report cards went home on the December 4, 2015;
- 2 Staff agreed to hold a Spring Concert this year on Mar 8 & 9 2016. School schedule may need to be altered to incorporate rehearsals;
- 3 Grade 4/5 Ski Trip has 50 Students set for Jan 24;
- 4 The two new 'curriculum day' dates will be Feb 9 and May 13; Teachers' luncheon

- has been moved to Feb 10 as a result;
- 5 Mr. Clarke thanked Alex McLaughlin for organizing the emergency supplies for school;
 - 6 Mr. Clarke is looking into alternative desk options for those students needing to expend more energy; pedal desks, treadmill, etc.

New Business

- 1 Mr Obadia submitted a request for a small budget for the Grade 5 Leadership team for expenses such as the T-shirts to increase visibility of the team when helping out. Grade 5 Leadership Team would use funds for these sort of occasions and use their budget account within PAC so they can fundraise and spend accordingly to their initiatives: PAC assessed and proposed \$300, to complement the current limited funds available. Motion for budget request raised by Leah McGeechie, Seconded by Sheema Mousavi, all in favour, **Approved**
- 2 Mr Obadia and his Leadership team are planning a special treat, for all the classes for Christmas, with Timbits and Candy Canes;
- 3 Jerusha Chong (absent) had sent an email informing PAC that she has started spring fair planning: she has secured a volunteer to do silent auction and an email will be sent out to parents in Jan 2016.

Old Business

1. Mr. Clarke will order necessary emergency supplies that are outstanding. He will let Emergency Coordinator know so a team can be coordinated.
2. Melanie Norris will take over Teachers Luncheon this year. It will be on Feb 10th. Melanie is requesting a slight increase in budget, PAC assessed and proposed \$100. Motion raised by Alex McLaughlin, seconded by Kelsey Jones, all in favour, **Approved.**
3. Chair asked PAC if a coffee morning for parents could be an idea for parents to come and meet the PAC and ask question. There were concerns about the costs of coffee Cambros. Idea not favoured at this time by PAC due to limited funds.

Other Business

1. Lineh Mehrafarin relayed a concern she heard from some kindergarten parents, about lack of information around what PAC is, how it functions and how to be involved. Chair reminded the email that was sent out at the beginning of the year, summarizing PAC's functions, also, made reference to the PAC information desks made available in 1st day of school and 'open house' in September. Members agreed that another email could be sent to parents, reiterating what PAC is about.
2. PAC Chair to collaborate with Mr Clarke in preparing more detailed information, about PAC roles and functions, to send out to parents
3. An idea was to have teachers explain what PAC is to parents in the next open house. Another suggestion was to bring a friend to a PAC meeting.

Treasurer's Report

- 1 Treasurer's (absent) report sent and read out.
- 2 Money in: Movie Night raised \$; Hot Lunch (Montana's lunch) sold 266 Orders and raised a profit of \$807.

Committee Reports

- 1 **Webmaster:** All email passwords were reset; Ting Ting and Sonia are having problems sending from their accounts, suggestions were to try different devices to locate the problem.
- 2 **SEP Coordinator:** Sonia Kim explained that two parent volunteers have come forward to help volunteer for the arts clubs in Jan 2016, but do not want to lead the club. Leah McGeechie can help with an isolated project, but not every week. Alex McLaughlin can help on certain days (M, T, W) with projects. Sonia will confirm when she has more information.
- 3 **Parent Education Coordinator:** Kari Perkins confirmed, speaker Bridget Miller coming up Wed Jan 27 2016; location not decided in the school. Registration form will be available in Jan.
- 4 **DPAC:** No report
- 5 **Fundraising:**
Treat day – Last treat day, popcorn was too popular and some students were very disappointed because their parents had not registered to this terms treat days. We may not do popcorn again, because it is proven to be hard to organize for large numbers and the clean-up was delayed until end of school day.
Tentative dates set for Treat days in the new year: Jan. 21, Feb. 25, Mar. 10, Apr. 28, May 26, Jun. 23. Leadership team to get involved in helping deliver treats to classes Mr Clarke to discuss with Mr Obadia for next treat day on Dec 16 at 9.45am.
Clothing drive – During the December collection, parents donated 700lbs of clothing which raised \$140 from Big Brother. It was mention about donating to Syrian refugees; However, not many families had arrived at the time and other organizations are already supporting the refugees; PAC might want to support their initiatives or leads for what is needed. District may ask the schools for specific ways to support the refugees.
- 6 **Movie Night** – last movie night was Minions, it raised a profit of \$..... There was a concern raised by the custodian about the backdoor being open, as this could be a security issue. Need to minimize access to the rest of the school beyond the washroom where the chalk board is sectioned off. Mr Clarke to discuss the security aspect of it with Mr Chambers (custodian).
- 7 **Other Fundraising** - Bake sale in Spring is tentative and maybe postponed due to the Spring Concert; thoughts on combining it with Grade 5 Leadership Team to help or lead it in some way. This may instead be a craft fair or swap meet, where a portion of the sales are donated. – Kelsey Jones asked if there was ever a pub night or golf day to fundraise for the school; there hasn't been one of that nature; PAC could consider it.
- 8 **Hot Lunch Coordinator:** Lineh Mehrafarin confirmed that Montana's hot lunch was successful and raised \$807; pizza in Nov raised \$932. The idea of more theme-based hot lunches were well received. Feburary Hot lunch is moved to

February 12 to coincide with Red and Pink day with the school.

- 9 **Traffic:** No report
- 10 **Class Liaison:** No report
- 11 **CPF:** No report.
- 12 **Grade 5 Committee:** No report
- 13 **Multicultural Liaison:** No report

Date of next PAC meeting is tentatively set for: January 11, 2016 at 7:15pm

Motion to adjourn meeting. Moved by Alex McLaughlin, **Seconded** by Leah McGeechie. All in favour. **Motion Passed.**

Meeting adjourned at 8:45pm.