



**Minutes of Panorama Heights Elementary School PAC
Meeting September 18, 2017**

Chairperson: Kelsey Jones & Leah McGeachie
Secretary: Shilpi Mehrotra Stand in Secretary

Attendees:

Tracey Yuruk	Shilpi Mehrotra
Ms. Yu	Denise Quanson
Kelsey Jones	Delse Myles
Jerusha Chong	Salma Raafat
Sheema Mousavi	Denise Greekas
Macy Azimi	Kenny
Melanie Norris	Leah Barrington
Leah McGeachie	Winnie Li
Ting Ting Han	Marnie Chamberlain
Minerva Eng	Shiva
Colby Anderson	Charles Yeh
Zila Badiee	Tom Kim
Maria Recinto	Christy Yin
Lisa Yu	Shereen Ginena
Abeer Muradi	

Meeting called to order at 7:15 pm by Kelsey Jones

Introductions and Housekeeping

- Timekeeper designated – Shereen Ginena
- Round table introductions – Completed;
- Next meeting set for October 16th , 2017 at 7:00pm;
- Minutes from previous meeting: **Motion** to approve minutes of the PAC meeting held June, 2017. Moved by Tracey Yuruk, Seconded by Jerusha Chong All in favor. **Approved.**

Chair Report

- The Stand-in Chairperson, Kelsey Jones advised that a memo had been sent out for

parents in the School newsletter explaining roles of PAC and its voluntary nature

- PAC received a Thank You note from Mr. Brovold and it was passed around at the meeting
- Suggested that we ask for a monetary amount to be donated by each family to replace doing multiple fundraisers like Purdy's which is very time consuming. Many of the parents had asked at the PAC table, during Kindergarten orientation if they could make a 1 time monetary donation to help with the fundraising. It was also explained that some fundraising is exhausting for the limited parent volunteer base, hence another reason for doing a onetime donation.
- A number of budget questions were asked by some parents and it was explained that our Treasurer was absent for this meeting. As such budget questions could not be immediately addressed. It was advised that we would have a separate PAC meeting to review the budget and all budget related questions could be addressed in that meeting. The date of this meeting is yet to be determined.
- PAC will be involved in the upcoming Meet the Teacher night and we will be providing a list of the PAC activities and providing teachers with a volunteer signup sheet to be posted in each classroom so parents can list if they can volunteer and advise activity-type preferences.
- It was advised that all volunteers need to fill out an online Volunteer Form and do Criminal Record Check. This Record Check will be valid for 5 years.
- It was advised that we need to fill four core PAC positions in order to have a PAC in 2017-2018 and to preserve the funds raised.

School Report – Principle Ms. Yu

- Welcomed the group and new families
- We have a number of new teachers this year and Ms. Yu listed who they were and which classes they are teaching.
- We have a new secretary: Wendy Meston
- We have 2 new classes, 469 students this year but fewer students in each class
- The school goal this year is to build relationships with each other
- Grade 4 students write FSA exam and it is earlier this year in Oct 2nd. It matches the learning from the new curriculum. More information will be going home to those students
- Technology update: we have new laptops and new stands
- Grade 4/5: we will pilot a new BYOD (Bring Your Own Device) program. There will be more information provided as to how this will work. Riverside is almost 100% BYOD.
- Eforms are coming soon; Ms. Meston is working on them now. These are district forms.
- As Mr. Brovold is no longer with the school, the recycling program needs a new leader. A question was asked if it can be taken over the student leaders.
- IRide program: free program; 3 days where kids learn bike skills. For Grades 4/5 and was heavily subsidized and cost approx. \$10 for the 3 days. Feedback from parents is that it was an excellent program.
- Please check the calendar for all upcoming events
- Performer Michael Mitchell will be coming to the school on Oct 3rd @ 11am. All are welcome to attend
- Zumba: every class will get 2 classes of Zumba starting Week Sept 25th. This is being provided at no cost to the school, PAC or students this year.
- Music: space will be set up in the library for the Primaries. For others, the music will be

delivered in the classrooms.

- Computers: will be delivered in the classrooms

New Business

Kelsey asked Tracey to start the process of taking votes for the PAC Positions.

In order to have a PAC, 4 core positions must be filled:

1. Chair/CoChair – role is to organize meetings, communication is a large part of the role, signing cheques, liaising with Ms. Yu on many topics
2. DPAC
3. Treasurer
4. Secretary

The following volunteers offered to fill these roles for 2017/2018 school year:

- Chair: Kelsey Jones and Leah McGeachie are willing to share the position.
- Vice Chair: Shereen Gingena
- DPAC: Dulce Myles
- Treasurer: Melda Okucu(was voted in previously)
- Secretary: Leah Barrington and Maria Recinto
- As there were no other volunteers for these roles, a motion was raised by Tracey for filling the above 4 core positions; Leah McG seconded the motion. 4 core positions are now filled.

Other PAC Volunteers are:

- Hot Lunch Coordinator- Melanie Norris
- Class Liaison - Shilpi Mehrotra
- Fundraising - Ramia had put her name forward but was not present
- SEP - Melanie will run Soccer club for now but other clubs like Chess Club, Floor Hockey will need volunteers. Maria is exploring leading Chess Club
- Webmaster - Macy
- Parent Ed - Alicia, Lavina and Ramia had volunteered
- CPF – the role is to attend meetings and reporting back to school PAC. Colby is exploring holding this role.
- Health & Safety – unfilled
- Clothing Drive – Denise Greekos. Shilpi Mehrotra will find out if BB will pick up from the school.
- Grade 5 – Marnie Chamberlain, together with previously chosen Alicia Tarry
- Treat Day - Minnie Wu
- Pastries for Parents – Denise Greekos
- Movie Night - Leah.
- Athletic Club - Paola
- Walking School Bus - Shiva and Bonnie
- Spring Fair - held in last week of May or 1st week of June. Winnie, Colby and Maria will take on.

Motion raised by Leah McG to approve the positions and it was seconded by Minerva Eng.

We have a PAC!! Kelsey Jones will be gone for the next 2 weeks.

- Proposal to have a separate budget meeting to the PAC. Leah explained that it can get quite detailed and is best suited to a separate meeting.
- Minerva raised a motion to have a separate budget meeting and Shireen seconded it.
- Kelsey proposed to reduce the number of PAC meetings as we only need to do 6 in 1 year.
- Need volunteers for bringing refreshments for each PAC meetings.
- Terry Fox Run: Sheema volunteered Freezies last year for the run. Looking for an alternative to providing Freezies this year. Suggested that Timbits be distributed instead and will be done in the classroom this year. The run will be start @ 1pm.
- PAC emails will be setup.
- Suggestion: some schools do a Public Speaking contest within the school year. Ms. Yu will review with the teachers and get back to us.
- Criminal Record Check - contact secretary to see how old your record is and Ms. Yu will check if they can be transferred to another school. Can get a free form from Ms. Meston.
- Grade 5 - tradition is to get them a hoodie and sizing will be done this month.

Old Business

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Treasurer's Report

The treasurer was absent.

Committee Reports

- **Movie night:** None planned for Sept 2017
- **Traffic:** Overall it is good. Had only 1 incident. Ms. Yu will put a reminder out in an email about it being a drive thru.
- **Class Liaison:** No report;
- **CPF:** No report;
- **Multicultural Liaison:** No report;
- **SEP:** No report;
- **Athletic Club** - start 2nd Oct. Need to figure out if we need to buy a t-shirt.

Date of next meeting is set for: Oct 16, 2017 at 7:15pm

Motion to adjourn meeting. Moved by Tom Kim, **Seconded** by Tracey. **Motion Passed.**

Meeting adjourned at 8.47pm