



**Minutes of Panorama Heights Elementary School PAC
Meeting June 11th, 2018**

Chairperson: Kelsey Jones/Leah McGeachie

Secretary: Leah Barrington

Attendees:

Tracey Yuruk	
Ms. Yu	
Shiva Behnia	
Stephanie Kehle	
Colby Anderson	
Shahnaaz Balsara	
Mélanie Norris	
Bonnie Chung	
Sheema Mousau	
Shereen Ginena	
Melda Okucu	
Jerusha Chong	
Leah McGeachie	
Macy Azimi	

Meeting called to order at 7:20 pm by Kelsey Jones

Introductions and Housekeeping

- Timekeeper designated – Tracey Yuruk
- There was a special welcome to Panorama’s new Vice-Principal, Joe Jamieson.
- Round table introductions – Completed;
- Minutes from previous meeting: changes requested regarding Movie Night, change the word “profit” to “proceeds”, as well as correct the spelling of the name “Maryam”. **Motion** to approve minutes of the PAC meeting held May 14th, 2018. Moved by Tracey, seconded by Bonnie. All in favour. **Approved.**

Chair Report

- Chairperson Kelsey passed on a thank you to the PAC from Mme Piggott for the lego and magnets received from PAC funds.
- Kelsey informed the PAC that a \$100 Mastercard gift card will be given to Ms. Shaw for her retirement gift. She is moving, and the gift card will come in handy.
- Kelsey reported that Ting Ting has offered to take on the Grade 5 role.
- Kelsey extended a HUGE thank you to Jerusha for organizing the Spring Fair. It was a great success!!
- Winnie has offered to do movie nights next year.
- Kelsey gave a reminder that all volunteers must have a criminal records check.
- Leah McGeachie extended a great big thank you to PAC members for all their hard work, on behalf of our current as well as future students.
- Leah M. reminded members that the Gaming account needs to be used as the grants received every year are good for a limited time, therefore needs to be used wisely before expiration.

School Report – Principal Ms. Yu

- Ms. Yu welcomed the group.
- Ms. Yu extended a thank you to Shereen and all the parents who helped make the beautiful Ramadan display in the lobby.
- Ms. Yu also thanked the PAC for the Spheros, the small spherical robots. The students will use coding skills to program them to move around.
- The Kindergarten visit is Wednesday, June 13th. This is the afternoon when the current Kindergarten students stay home for the afternoon, and the new Kindergarten students come for a visit.
- This is the second week of hip-hop lessons for the school. This Friday, June 15th, is the second performance, at 1:30 in the gym. All are welcome. Thank you to Pac for funding this activity.
- Friday, June 22, is Spirit Day. Recess will be early, at 9:40 a.m., there will be a regular lunch, and then a Tug-of-War in the afternoon. Dismissal will be at approx. 2pm that day.
- Ms. Yu said thank you to all parents for the support for Jump Rope For Heart. The school raised \$7250.85!
- June 28th is the last day of school for students. There will be an early recess, and the Grade 5 Leaving Ceremony assembly at 10:15 a.m. Reports go home that day, and dismissal will be at 12 pm.
- A reminder that next year's calendar is currently available on-line.
- Ms. Yu extended a thank you to PAC for funding the Grade 5 Camp Sasamat. The Grade 5's had a great time!

- Ms. Yu also gave a great big thank you to the PAC for all their hard work and dedication this past year. She says the school community is so lucky to have such moral support and help to make the students have a wonderful school experience.

New Business

- **Donuts for Dads is this Friday, June 15th.**
- Kelsey reminded members that PAC is still in need of a fundraising committee for next year. The biggest need is someone to volunteer to be HOT-LUNCH coordinator. Also open are Donuts for Dads and Muffins for Moms.
- Kelsey bought freezies for the whole school for June 22, Spirit Day.

Old Business

- Kelsey reported that she and Shilpi had put out a table and board with PAC information at the Kindergarten orientation day.
- **Spring Fair** – Jerusha extended a big thank you to Colby and Laurie for their help with the Silent Auction, as well as to Colby and Tracy for doing all the cookies. Jerusha reported that the walk-ins did well, and the kids seemed to have a lot of fun. The cake-walk response was low, so she recommends doing it a bit differently next year (e.g. have parents sign-up for baking ahead of time, so the committee will know how many cakes, etc. will be donated).

Committee Reports

- **Movie Night:** The next movie time is this Friday, June 15, 2018.
- **Treat Days:** This month's treat day will be on June 22, Spirit Day. Students will receive a freezie.
- **Walking School Bus** – Lemonade will be served on Wednesday, June 20th.
- **Hot Lunch:**
 - Mélanie extended a great big thank you to Tracey, Marnie, and Bonnie, for helping with the hot lunch. For the May hot lunch of hot dogs, 5 classes were away, but there were still 170 orders, for a profit of \$845.00 Also, thank you to Cobs for their buns on hot dog day.
 - For the June pizza hot lunch, there are 245 orders so far, and Mélanie is projecting a NET profit of approx. \$875.00.
 - Not including Paypal fees, the total profit for this past school year is approx. \$8400.
 - A great big thank you to everyone who helped with the hot lunch days, as well as to teachers, and to people who ordered!
- **Traffic** – Some parents are still dropping off on Johnson, but people are starting to get in the habit of moving forward.
- **Website and Communications Co-ordinators**
 - Macy reported that Jerusha will make a final payment for web hosting at the end of June. The new person who takes on the management of web hosting will make a personal payment every 3 months and then submit the invoice for reimbursement to the treasurer.
 - Macy will be resetting the passwords for the PAC positions that people will be leaving. She gave a reminder to anyone leaving a position, they may want to clean up their account before it is passed on to the new person. Passwords will be reset probably some time in July.
 - Also, all payment information will be deleted from the website by the end of July.

- **Health and Safety** – no report
- **Class Liason** – no report
- **DPAC** –no report
- **SPC** – no report;
- **Grade 5** – Each student will receive a special poster that reads “What I will be when I grow up”, with a photo of each graduate on it.
- **Student Enrichment Program** –no report
- **Parent Ed** – Shahnaaz was asking about perhaps bringing in a program about gangs. Melda cautioned that there is currently no money for this for the fall. Shahnaaz will find out about possible free events in the Fall, and once PAC has some funds, she will see about other programs that parents and PAC are interested in.
 - **CPF** – COLBY reported that the CPF has applied for two Gaming grants, but they were denied twice.
 - **Multicultural Liason** – no report;
 - **Athletic Club** – there will be an upcoming party for members of Athletic Club to celebrate the achievements. Families will be notified.

Treasurer’s Report

- **Melda briefed the PAC on Financial results as of 8 June 2018 (30June 2018 is the financial year end)**
 - **The total GROSS revenue for fundraising stands at \$32,000 on the General Account side, we expect to raise approximately \$35,000 as of 30 June including the last hot lunch proceeds, additional Spring fair auction payments and donations (i.e. Lunch lady). PAC has also raised approximately \$5000 on PAC one time donations which the funds accumulated in the school bank account for PAC**
 - **The spring fair fundraising event raised over \$8000, the budgeted revenue is \$7000**
 - **The Hotlunch will also close with over \$15,000 gross revenue, the budgeted revenue is \$14,000 for Hotlunch**
 - **Melda mentioned that the overall it has been a good year financially, however with less volunteering expected next year, the fundraising revenue may go down in 2018/19**
 - **Gaming Account – Hip Hop remaining balance will be paid in June.**
 - **There are still various payments need to be done until end of June as submissions of expenses continue**
 - **Melda asked all PAC members to collect their uncollected cheques**
 - **Melda reported that in July 2018, she will submit the 2017/18 Gaming report**
 - **Melda will meet with the new treasurer end of June and possibly in July for handover, also to go to the bank for change of duties (new treasurer) and signatures**
 - **Melda lastly thanked everyone for their fundraising efforts to make this educational year very successful**

Motion to adjourn meeting. Moved by Mélanie, **Seconded** by Bonnie. All in favour. **Motion Passed. Meeting adjourned at 8:35 pm.**