



Panorama Heights Elementary School  
Parent Advisory Council (PAC)  
General Meeting  
June 17th, 2024

## Meeting Minutes

7:00pm Meeting Started by Chair - Elisa

### Attendance:

- |             |          |               |
|-------------|----------|---------------|
| 1. Elisa    | 5. June  | 9. Ya         |
| 2. Rebbecca | 6. Aimee | 10. Christine |
| 3. Adam     | 7. Sam   | 11. Mike      |
| 4. Perry    | 8. Tyler |               |

### Previous Meeting Minutes

- May Meeting Minutes approved

### Chair Update (Elisa)

#### 2023/2024 Fundraising

1. Tri-City Coupons
2. Meridian Meats
3. Purdy's
3. Christmas Market
4. Movie Night
5. Spring Dance
6. Plant Fundraiser
7. Spring Fair
8. Hot lunches & Treat Days

#### PAC Funded Events

- Pumpkin Patch
- Movie Night
- Christmas Market
- Hip Hop Week
- Space Week
- Free FroYo Day and snacks/  
freezies for spirit day
- Spring Fair

- Other- Grade 5- trip/ shirts  
yearbooks, kindergarten t-  
PLAN FOR 2024/25 School Year

#### Fundraisers:

1. Purdys- Xmas and Easter
2. Meridian Meats

#### Activities:

1. Pumpkin Patch
2. Halloween Dance
3. Christmas activity- market or pancake breakfast
4. Hot lunches & Treat Days- possibly one more pizza hot lunch on Wednesdays

#### Gaming Activities:

1. Curling
2. Science World
3. Hip Hop Week

#### Other:

1. Alternating days for PAC meetings
2. PAC updates weekly via newsletter

### **Vice Chair Update (Adam)**

- Thanked the PAC for all their hard work.
- Encouraged improved engagement with parents and looking to increase involvement

### **Class Reps Report (Christine)**

- Engagement was difficult and parents didn't respond to emails
- Should be reviewed for 2024/25

#### Discussion on Class Reps

**PAC determined not to proceed with individual class reps for 2024/25 school year**

## Treasurer- Financial Update (Elisa)

Expenses	Sum of Amount	Notes
<b>Administration</b>	<b>\$ 682.78</b>	
Membership	\$ 75.00	BCCPAC registration fee
Misc.	\$ 192.64	Shelf and bins, Fatima gift card
Operations	\$ 414.39	Square, MunchaLunch
Teacher Appreciation	\$ 0.75	
<b>Enrichment Programs</b>	<b>\$ 6,660.63</b>	
Courses	\$ 4,473.00	Babysitting and Stay Safe
Educational	\$ 1,782.75	Planetarium
Pumpkin Patch	\$ 254.86	
Tower Garden	\$ 150.02	
<b>Fundraising</b>	<b>\$ 29,039.85</b>	
Christmas Market	\$ 360.40	
Coupon Books	\$ 2,963.49	
Hot Lunch	\$ 15,043.78	
Meridian Meats	\$ 1,002.00	
Movie Night	\$ 955.33	
Spring Dance	\$ 2,816.75	
Spring Fair	\$ 2,707.14	
Treat Day	\$ 3,190.96	
<b>Grand Total</b>	<b>\$ 36,383.26</b>	

## 2023-2024 Proposed Budget

Appreciation		
Staff Appreciation*	940	47 staff x \$20
Parent Appreciation	1,700	416 students x2 parents x \$2
Teacher Retirement Gifts	200	No retirements announced as of now. Including in budget in case.
Community Support	1,500	E.g. Hot Lunch Helper, Christmas Hampers
	<b>\$4,340.00</b>	

Enrichment Programs		
Courses/Certificates	4,900	Hip Hop (\$3100), Planetarium (\$1800)
Grade 5 Yearbooks	1,360	80 grade 5 students x \$17
Parent Education Events	?	Internet safety?
Kindergarten T-shirts	650	64 K students x\$10
Grade 5 Trip	2,400	80 grade 5 students x #30
Field Trip Fund	5,040	336 students x\$15
Teacher Enrichment Fund	5,800	29 teachers x \$200
Classroom Enhancement Fund	3,800	19 classrooms x \$200
Emergency Supplies	2,500	
	<b>\$23,950</b>	

General and Administrative		
BCCPAC Membership	75	
Website Hosting	270	
New Logo	?	
Accounting Software	100	
PAC Meetings: Coffee/Snacks	150	
PAC Meetings: Childcare	150	
Misc.	100	
	<b>\$1,045</b>	

**Total Expenditures: \$29,135**  
(not including costs associated for fundraising)

\* Partially paid through parent donations

## Spring Fair Profits

	Revenue	
1	50/50	\$140
2	Raffle	\$539
3	Tickets sold	\$3800
4	Late ticket purchases	\$600
5	Dunk Tank	\$600
6	Concession	\$300
7	Food	\$1104
8	Kona Ice Donation	\$101 (%5 of profit)
	<b>TOTAL</b>	<b>\$7184</b>
	Expenses	
1	Food for Volunteers (Pizza, waters and snack)	\$300
2	Arts & Crafts	\$400
3	Prizes	\$700 (\$3,546 prizes (Average cost \$0.20/ per prize)
4	Climbing wall	\$1035
5	Dunk Tank and Bouncy castles	\$2,719.50
6	Concession	\$272.94
	<b>TOTAL</b>	<b>\$5427.44</b>
	<b>BALANCE</b>	<b>\$1756.56</b>

## Account Balances

Account	Value
General	\$44,203.68
Gaming	\$18,385.62
School Cash Online	\$6,933.35
Shares	\$275.90
Total	\$69,798.55

### Hot Lunch/ Treat Days Report (Aimee)

- Overall positive feedback from hot lunch
- Good parent volunteer help during hot lunch
- Looking to add additional hot lunch day per month depending on discussion with school staff
- Looking to try new options for 2024/25: Sushi Day, Freshii, Etc.

### Website (Mike)

- **NEW IMPROVED PAC WEBSITE FOR 2024/25!**

### DPAC Report (Ya)

- Last DPAC meeting of the year was May 29/24
- Engagement is low
- Election Meeting was held and open positions. Contact Elisa/Ya if interested
- Ongoing DPAC issues:
  - Cellphone Policy
  - Anti-Bullying
  - School Funding
  - Urban Environment
  - Vaping in School Bathrooms (Middle/High Schools)

## **Principal Update (Perry)**

Thank You to all the parent volunteers!

- 2024 Projected Events:  
Hip Hop Dance, Curling, School Performances
- Grade 5:  
Grad ceremony upcoming  
Yearbooks are ready- Special thanks to YA for all her help!  
Camp Jubilee - Grade 5 event set
- Active learning plan focus is Writing
- New STEAM focus for 2024/25
- Indigenous Education  
Focus including monthly theme on animal and plant
- Student Code of Conduct  
Review and Update
- Mascot  
To be announced soon on NEW PAC Website
- Finances  
Reviewed teacher and classroom enhancement budgets  
School looking to streamline to assist school office staff. PAC to investigate

## **Nomination/Elections**

The following position were filled by Acclamation:

1. Chair - Elisa
3. Treasurer - Jre
4. Secretary - Tyler/Sam
5. Hot lunch coordinators- lunch and treat days - Aimee, Rebbecca, Allison
6. Event Coordinators- Jre, Sam, Christine
7. Spring Fair Coordinator - Sam
8. Website Coordinator - Mike
9. Social Media Coordinator - June
10. Grade 5 Rep Ya/Elisa
11. DPAC - Ya

The Following positions need to be filled:

2. Vice Chair

Contact Elisa if your interested in helping out the PAC next year

**Meeting adjourned at 8:51pm**  
**Next PAC meeting will be TBA**

**HOPE EVERYONE HAS A SAFE AND FUN  
SUMMER!**

**CONGRATS TO ALL THE GRADE 5 STUDENTS!**