**Brooke Elementary - PAC Minutes**

**September 25, 2019 7PM**

In attendance:

Catharine Russell (President), Tara Bode (VP), Nikki Neall (secretary), Lorraine Harrison (Principal), Crystal Kandler, Alka Jawanda, Sandra Robin, Leanne Shortridge, Kim Stringer, Jan Molina, Jenn Rak

Regrets:

Laura Brown (Treasurer)

Minutes taken by:

 Nikki Neall

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| Agenda Item  | Update From/Details  |
|  1.0 Call to Order  |
| * 7:02 meeting called to order
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|  2.0 Review of Previous Minutes |
| * All good; previous meeting minutes approved
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| 3.0 Reports  |
|  3.1 Principal’s Report (Lorraine) |
| * Beginning of the year is off to a good start; spent extra time on making classes ensuring everyone has friends in their classes; pleased with how things are settling in
* Outdoor rain or shine – no negative feedback has come in from families
* Alka wondered why this decesion was made; Lorraine explained that there was a focus on outdoor ed in general at our school. In general there’s been a greater movement towards children being outdoors. Families have been encouraged to send appropriate clothing for their children.
* Dogs in school yard – signs will be installed shortly to reinforce ‘rules’ on school grounds
* Terry Fox Run – Oct.4; decided to do after Orange shirt day so we can properly fundraise for Terry Fox foundation and be sure to dedicate time to Orange shirt day.
* Orange Shirt day – Sept. 30; students are encouraged to wear orange shirts
* Paperless report cards – going paperless for the next report; school will print off for those who don’t have access to a printer (if they want to print and keep for records)
* Out of School Fieldtrips – suggestion of adjusting funding for out of school fieldtrips instead of the traditional funding of internal fieldtrips; various PAC members wanted to know if teachers had been experiencing parent concerns about fieltrip costs, Lorraine didn’t believe this was an issue; PAC said they would like to be informed if cost becomes an issue for teachers planning field trips; field trip funding will stay as is
* Alka brought up a concern re: fieldtrips particularly why teachers were having repeat fieldtrips to same locations (either year after year or multiple times within the same year); Lorraine reassured that the fieldtrips all had individual purposes and the learning goals of these fieldtrips are all decribed on the district forms submitted by teachers for field trips; several PAC members expressed that they would like teachers to share the goals with the families, either through electroinc communicaiton or a written notice, so they are better informed as to why a pariticular field trip is occuring and so it doesn’t appear to just be a redundant outting.
* Catharine brought up a concern about the banning of ‘entire grade levels’ from participating in specific sports (i.e. football) during recess/lunch; Why are all the students in a grade being ‘punished’ when its only a handful of students that are struggling with behaviour; Lorraine confirmed that this has been happening but will only be a temporary situation.
* Catharine brought up a past discussed reduction of outside time at lunch and whether this has had any further movements; Lorraine confirms that this hasn’t been brought to staff but is still a concern; will be looked at in the future and PAC will be informed of outcome
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|  3.2 Treasurer (Laura – absent; Catharine reporting out via email) |
| * Currently $16,000+ currently in our account
* Last years fundraisers went really well
* Neufeld farms will be happening again (Kristie)
* Winter/spring Purdy’s order will occur again (Laura/Kim)
* Question: Can gaming funds be used for fieldtrip funds since thes school-wide fieldtrips touch every student? This way other monies will be available for other purchases. Confirmed that this can occur.
* M&M’s and COBS – remind parents to mention ‘Brooke’ when they purchase from these companies
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|  3.3 DPAC (Jan)  |
| * Jan was unable to attend; looking for a substitute who is able to go in her place; she reports that the topics are actually prettty interesting; meetings occur on a Monday evening – Jenn volunteered. Thanks, Jenn!
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| 4.0 Upcoming Events/ Fundraisers  |
|  4.1 School Dance (Jenn) |
| * Jenn shared information about a previous event she assisted in hosting with her previous PAC/school: the ‘Laser guy’ would cost approximately $300 (includes set up and tear down); she volunteered as “DJ Jenn”; a video presentation the past dance was shared with PAC members; their PAC sold glow gear which was successful; dinner was pizza with pre-orders; there were prizes for dance-offs, etc.; hours of event: 3:30pm – 7pm; profit ranged between $600-$1000
* Alka suggests the Spring instead of Fall when things aren’t as busy
* Suggestion of a Thursday night before a pro-d??? No Pro-D days on Fridays in the Spring.
* Catharine suggests the possibly of April 30th or May 7th? (“May 4th theme”); date to be determined
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| 4.2 Winter Market (Kim)  |
| * November 16th 10am – 3pm
* Laura has been getting vendors; still looking for more vendors
* Kim will send out email for sign-up/more information
* Currently following up with the vendors
* Ordering the tables with Shirley
* Kim will oversee baskets (Alka, Crystal, Nikki (and others) are willing to help buy for baskets & wrap)
* Crystal made a suggestion to have a guessing jar of candy where people would purchase tickets (for $1) to make a guess
* Jenn made a suggestion for a couple of classes to participate in a gingerbread ‘competition’ in anticipation for the market; will see if any teachers are interested in participating
* Kim is in charge of all printing for the event
* Gift basket wrapping is Nov. 1st at Leanne’s
* Thanks for everyone’s hard work so far!
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| 4.3 Sprit Wear (Jan)  |
| * Great job, Jan!
* Has been referred to as “Bear Wear”
* Jan says Ethical Addition has been great to work with
* Initial ordering closes Oct. 4
* Fortunately there is no minimum for orders being placed, so future orders can easily be placed
* Staff is interested in something distinct (black? Zip hoodies? Vests?); black will be an option for staff only; zip hoodies are an option; vests are still being looked into because of the fabric available and the ability to print on it
* Sports Pinnies (40)
* Catherine motioned to spend $1000 on pinnies
* Tara seconded; all in favour
* Jan suggested possibly subsidizing staff ‘Bear Wear”; discussion around the amount to subsidize; Jan motioned for $600 towards teachers “Bear Wear”; seconded by Kim, Tara; all in favour
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|  4.4 Paint or sign making night (Jenn and Sandra)  |
| Sign making night (Sandra):* Sandra will contact Heather Ruzcko directly as she is no longer connected with HomeWorks
* Looking at Nov.29, Dec. 6 (at latest)
* Possibly limit ‘auctions’ to bottle of alcohol, wine raffle/wine board, 50/50 (gaming licence)
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| 4.5 Flipgive |
| * Similar to e-bates where people would go to the Flipgive site before going to ‘online shopping sites’, flipgive gives back a percentage of the purchase to the school
* Crystal will look in to this
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| 5.0 Old Business  |
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| 8.0 New Business  |
| 8.1 Painting the climbing wall and emergency container  |
| * Travis Mykytiw volunteered to professionally paint for cost of paint.
* Lorraine said she will need to consult with the district whether the climbing wall can be painted (for safety reasons); Emergency container would be fine to paint
* Kim motions for $150 to be used towards the cost of paint for the emergency container; seconded by Tara; all in favour
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| 8.2 Freezer (Catherine) |
| * The current PAC freezer needs to be replaced; discussion around purchasing a freezer new freezer vs. a second hand freezer, as well as buying an upright freezer that would be better for accessing items and take up less space in the small PAC room; discussion around the cost of a freezer – in the range of $300-$500.
* Tara motions for a PAC freezer to be purchased. Exact cost to be determined. Maximum of $500; Alka seconded; all in favour
* If the cost is determined to be above $500, bring back to PAC so it can be reassessed
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| 8.3 Saleema Noon |
| * Catharine put forward a request for the body science program to be brought back this year as we haven’t this particular program since the 2017/18 school year; Lorraine will look into booking it
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| 8.4 Change Rooms |
| * Alka raises concerns for the change rooms; safety concerns? Overfull with ‘stuff’; do we need more push from a parent side of things
* Lorraine will bring it up at a district level and then report back to us
* PAC will look into clearing out any of their items from the girl’s change room space; Alka can help if it is one evening; others can help too if needed
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|  9.0 Next Meeting    | October 16, 2019 at 7pm   |
| **Meeting Adjourned 8:43pm (Catherine)** |