**Prospect Lake Elementary School**

**PAC Meeting Agenda**

**Monday, March 7, 2016, 7:00 PM**

**Prospect Lake School Library**

1. Call to Order, Welcome
2. Approval of the Agenda
3. Approval of February minutes (posted on website)
4. Principal's Report
5. PAC Reports:
   * COPACS Report
   * Grade 5 Report
   * Treasurer's Report
   * COPACS Anxiety Workshop and Vancouver Island Parent Conference Reports
   * President's Report
     + Home Alone Program: for age 9+
     + RATS: The Musical
     + Spring fundraisers: Purdy’s Chocolates
     + May PAC Election
     + Spring Neon Blast preparations: need helpers for Silent Auction
     + Staff Appreciation Luncheon: Wednesday, June 8
     + Popcorn Machines
6. New business

**Upcoming PAC Meetings: 7:00 pm Prospect Lake Library**

* Monday, April 18 – Royal Oak Middle School Principal, Carly Hunter to speak about transition to Grade 6.
* Monday, May 16
* Monday, June 13

**Ongoing Fundraisers:**

• Cobs Bread: Mention Prospect Lake School when purchasing, we get 5% back.

• Country Grocer receipts &Canadian Tire money: Drop to the bin on Mrs. Blackwell’s desk.

• Coop Gas & Grocery: Use Member # 79184.

• Red Barn cards: $50 cards will be available for purchase each month. Our school makes $5 per card sold.

• QSP Magazines: For each order made using our group online code 4297669, our school earns $10. Please share with friends and family.

**Month PAC Activities School Activities**

Apri

May -Spring Neon Blast **Fri. May 27**

-PAC Elections

June -Staff Appreciation Lunch **Wed. June 8**

**PAC Executive Team:**

Shannon Eastman (Volunteer Coordinator),Dora DeMedeiros (Grade 5 Coordinator), Nina Heft & Alicia Pine (Co-Secretary), Jon Waters (COPACS Representative), Victoria Santiago (Communication Coordinator), Tynke Landsmeer (Treasurer), Christine Carrigan Evans & Jenny Eastman (Co-Presidents)

**Hours per month for PAC executive roles:**

Secretary - 5 hours per month

Communication Coordinator - 8 hours per month

President – 15 hours per month

Volunteer Coordinator – 10 hours per month in September, thereafter 4 hours per month

Grade Five Liaison – 5 hours per month

Treasurer - 8 hours per month

COPACS - 5 hours per month