**Prospect Lake Elementary School PAC**

**Meeting Agenda – Tuesday January 23, 2024**

**Meeting Offered In-Person & Virtual via MS Teams**

**Welcome, Introductions, and Call to Order**

**First Nations Territorial Acknowledgement**

*We acknowledge and thank the W̱SÁNEĆ people on whose traditional territory we live, learn, and teach. The W̱SÁNEĆ people have lived and worked on this land since time immemorial.*

**Adoption of Agenda**

**Approval of** [**December 12, 2023, Minutes**](../Meeting%20Minutes/#4 - December 12, 2023.docx)

**REPORTS**

1. Principal’s Report: Sara Postlethwaite and / or Sat Lail
	1. Question: Evacuation procedure in negative degree weather
2. Treasurer’s Report: Tina and / or Jim Cameron
3. President’s Report: Jacquie Davis
4. COPACS January Report: No Representative – [Meeting Document](../COPACS/January%2011%2C%202024%20Meeting%20Minutes.docx)

**OLD BUSINESS**

* Policy Discussion: Sick or Injured Student
	+ [Draft letter](../Sick%20or%20Injured%20Student%20Policy/Letter%20to%20COPACS%20re%20policy.docx) review for COPACS
	+ Specifics to address, questions to answer:
		- Highlighted section
		- First Aid training could be added to professional development time, if there were to be a requirement for FA training?
			* Ex. Last week a teacher in Ontario was charged criminally for failing to help a student in medical distress. Having a clear policy would help avoid these situations. Should we add a sentence about this?
* Fundraising Review and Updates:
	+ Hot Lunches: Coordinators – Sarah and Angela
	+ West Coast Seeds: Coordinator – Wendy
		- PAC donation for staff?
	+ Purdy’s – Easter: Coordinator – Paula
	+ Spring Art Cards
	+ Bottle Drive: Coordinator - ??
		- Will we have one in the spring?
		- If yes, when?
	+ Spring Florals: Coordinator – Jacquie
	+ Level Ground Coffee
		- Continue or discontinue and switch to Graeme at Hullabaloo

**NEW BUSINESS**

* New PAC Website
	+ What do we want from the website?
		- Create list of ideas
			* Wendy will research appropriate platforms to meet needs and have ideas for the February meeting.
* Feedback on [Policy 3](../../Communications%20Coordinator/2023-2024%20Weekly%20Reminders/Feedback%20-%20Policy%203%20Role%20of%20the%20Trustee.pdf) (Role of the Trustee) and [Policy 21](../../Communications%20Coordinator/2023-2024%20Weekly%20Reminders/Feedback%20-%20Policy%2021%20Student%20Transportation%20Proposed%20%20Revisions.pdf) (Transportation)
* PAC [Call for Input Document](https://docs.google.com/document/d/1pDyiRKq8_s9ugk_8_uBVc9XwT6zZOr9hnUWkpdfEetQ/edit#heading=h.8ii1f51z4sqi)
* Principal's Proposal: Sarah Postlethwaite proposes PAC's permission for Principal and Vice Principal to stay for entirety of PAC meetings.
	+ Discussion and vote

**Door Prizes (Draw):** Cynthia Mackey, children’s book: [*Katie Shaeffer Pancake Maker*](https://www.indigo.ca/en-ca/katie-shaeffer-pancake-maker/9781943767724.html?lgcykwrd=9781943767724), and Stephanie Rabbers (a previous PLES family), children’s book [*The Mudhole, A Story About Being True to Yourself*.](https://www.indigo.ca/en-ca/the-mudhole-a-story-about-being-true-to-yourself/9781982234676.html)

**Adjournment**

**Upcoming PAC Meeting Dates:**

* Tuesday February 20, 2024
* March 2024 – No Meeting
* Tuesday April 23, 2024
* Tuesday May 21, 2024 \*AGM\*
* Tuesday June 18, 2024

**Your PAC Executive**

* President: Jacquie Davis
* Treasurer: Tina and Jim Cameron
* Communications Coordinator: Wendy Bird
* Secretary: Erin Gray
* COPACS Representative: VACANT
* Members at Large: Angela Formosa-Gray, Desiree Davies, Harp Hornett, Jayna Brulotte, Paula Hesje, Sarah Angus, Shelly McIntyre