**Prospect Lake Elementary School PAC**

**Tuesday June 18, 2024 – In-Person & Virtual**

**PAC Meeting Minutes**

**Attendance:** Wendy Bird, Ryan Labelle, Sarah Angus, Angela Formosa-Gray, Tina Cameron, Harp Hornett, Desiree Davies, Micaela Maftei, Erin Gray, Jacquie Davis

Welcome, Call to Order @ 7:11pm, Territorial Acknowledgement

**Approval of Agenda**

Motion: Desiree Davies

Second: Angela Formosa-Gray

All in favour.

**Approval of May’s PAC Meeting & AGM minutes**

Motion: Angela Formosa-Gray

Second: Desiree Davies

All in favour.

**Principal’s Report 🡪** Sara Postlethwaite and Sat Lail

* Track meet last week; successful
* Final PAW CLAW assembly last Friday
* Island sexual health maturation talk this Friday June 21 for G4 & G5
* Grade 5 Farewell next Mon, June 24
* Float for SD63 at Pride Parade July 7 (open to anyone in district)
* Beach Day was a success – thank you PAC for lifeguards and buses!
  + Sarah P to send receipts to treasurers
* National Indigenous Peoples Day this Fri, story walk for certain classes
* Pancake breakfast next Thursday June 27
* Thank you for Staff Luncheon (incl. flowers!)
* School supplies – if financial burden, reach out to Sara Postlethwaite or class teacher, funding is available
* PAW CLAW t-shirts – one new set being ordered for incoming kindies (**funding to be voted on by PAC later in meeting**)

**Treasurers Report 🡪** Tina Cameron

* $20k left in PAC account currently, expect $16k at end of year
* Biggest drop was less hot lunch orders/revenue

**Hot Lunch Year-End Review 🡪** Sarah Angus

* Was challenging to find volunteers; might be partly b/c of poor user interface of system
* This Week’s Lunch wasn’t popular with kids, and not that profitable so won’t be using them next year
* Pizza is profitable and easy
* Will re-assess before sorting out offerings for next year
* MunchaLunch will be system for next year
* Might bring back popcorn/chips/drinks

**Old Business**

**Staff Appreciation Lunch Review**

* Next year food needs to be dropped off earlier, need more cutlery/dishes, tables for the food
* Great flowers, enough volunteers
* Need Coordinator for next year

**School Supplies – Monk’s update**

* Sold $5800 worth
* $538 profit so far
* Deadline is July24
* Connect with your child’s teacher or Principal if you need financial support

**Hullaballo Coffee Fundraiser**

* 50 bags of coffee beans were sold via the online system and directly at Hullaballo
* Total donation to the PAC $250.00
* Will look at doing this fundraiser again next year at a different time

**PAC Room Organization**

* Angela has reviewed the room and would like to do a further assessment the first week of July:
  + Removal of all items from the room to do measurements and assess what storage options are available
  + Currently there are still items that belong to the school in the room
  + PAC Items are still up in the attic and need to be brought down by an SD63 employee

**Emergency Supplies**

* Sarah and Marie did a complete inventory of the Emergency Bin; thank you.
* Total Prepare 🡪 they have provided us with two lists; one that specifies all items we should have in our emergency bin, and one that provides us with a list of extra “nice-to-haves” available
* Will take a closer look at the list from Total Prepare and compare it to our inventory list
  + - Most urgent items we need:
      * Emergency food ($3500)
      * 5 privacy tents
      * 4 latrine toilets ($1250)
      * D-cell batteries
      * Toilet paper

**Motion:** To earmark $5,000.00 for food rations, privacy tents, toilets, toilet paper, and batteries for the earthquake emergency container. – Angela Formosa-Gray

**Second:** Wendy Bird

All in favour, passed

**School Food, Cultivating Connections 🡪** Angela Formosa-Gray

* Question: Angela wondered about irrigation at PLES in garden beds
* Answer: Wendy confirmed it is great; each bed has two sprinklers, there are separate hose lines as well as a sink
* Emphasized importance of teaching kids about healthy, local food
* Discussion of importance of universally providing food, so families in need don’t need to self-identify, reducing stigma
* Kailyn Sherk also attended so can provide an update at next meeting

**New Business**

**End of Year Administration & Staff Gifts**

Classroom parent reps should have reached out to each class

**Motion:** Jacquie, on behalf of the PAC, will buy gift cards for IST, Library, Reception, French Teacher, Music Teacher and Janitorial. $20 GC x 8 = $160.

**Second:** Wendy Bird

**All in favour.**

**PAC Donation Form 2024-2025**

* New idea this year to provide with paperwork at beginning of year; would allow parents to donate directly to PAC rather than relying on fundraisers and as much volunteer time; donation will be added as option on school payment system (cash/cheque option too)

**Staff Wish List 2024-2025**

* New template for this year
* How to ensure EAs can request supplies if needed – discussion to continue

**Thank You’s**

The PAC would like to recognize and thank Jacquie for all her hard work over the last few years at Prospect Lake. Jacquie and her family will be missed. We wish her our best.

**Adjournment @ 8:43pm**

Motion: Wendy Bird

Second: Sarah Angus

All in favour.

**Next Meeting:** September 2024