**Prospect Lake Elementary School PAC**

**Tuesday October 17, 2023**

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

In Person Attendance: Wendy Bird, Ally Cullen, Jennifer Le, Erin McInnis, Tracy Michaels, Angela Formosa-Gray, Kailyn Sherk, Desiree Davies, Harp Hornett, Michelle McNally, Paula Hesje, Jayna Brulotte, Christie Wilson, Pallavi Murthy, Tina Cameron, Jen Labelle, Graeme Garvin, Dave Lundine, Shelly McInytre, and Jacquie Davis.

Online Attendance: Erin Egan, Erin Gray, Adrianne, Kari Moore, Melanie, and Sarah Angus.

**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**

Motion-Erin

Second -Tina

Vote unanimous, none opposed

**Approval of September 19, 2023, Minutes**

Motion-Angela

Second -Wendy

Vote unanimous, none opposed

**REPORTS**

**Principal’s Report: Sara Salemink and / or Sat Lail**

PAW CLAWs-- Thank you PAC for the shirts!

* Monthly themes- gratitude, belonging, generosity, honouring this place, acts of kindness, showing creativity, co-operation, PAWS-itivity, diversity
* Check out our bulletin board by the staff room
* PAW CLAW assemblies will be on the first Friday of the month, unless otherwise specified

Oct 24-26 – SCREAM Fest Halloween fair at Claremont

* $10/ticket can be purchased from school office (proceeds of ticket sales purchased from our office benefit both Claremont and Prospect Lake students)

Oct 27 Pumpkin run, raffle for pumpkin

Oct 27 Halloween Howl – thank you PAC for organizing

Oct 31 Halloween – kids can wear costumes to school, nothing valuable, no accessories or masks, nothing too scary, school appropriate/nothing that will interfere with learning), or Orange and Black or PAW CLAW shirt

Q: will there be language about cultural appropriation?

Sara: yes, will check; A district message regarding Halloween is forthcoming

PAC wishlists and Art Club

* Letter from Geneveive to PAC to describe Art club project was shared
* Wishlist has been forwarded to Jacquie

Parking lot and drop offs/pickups

* number of staff each day varies, must ensure parking available to staff during day
* If there are staff spots available at the end of the day, parents may park there. Please do not park in staff spots at the beginning of the day and please ensure you are parked safely in a spot, not blocking dumpsters/ entrance to parking areas/turn around areas
* If parking, please come meet your child to ensure children are not walking between cars
* email will go out to parents reiterating parking lot instructions

Nov 10 Remembrance Day: ceremony assembly, school-only, but can include photos of active/past serving military members (noting relation to PLES student) in slideshow

Week of Dec 11 (TBD) – two Winter concerts during that week after school hours (won’t be Dec 15)

Extracurriculars

* indoor soccer for grade 4/5 on Tues and Thurs (23 kids), discussions with Cordova Bay about arranging games
* Swim club for grade 3/4/5 on Mon 315-4 at Commonwealth
* Lunch monitors
* Paws Squad
* Art club

Shake Out BC – this Thurs Oct 19 (drop, cover, hold on) for earthquake safety

Sara will be taking parental leave in Jan, posting for her coverage has been posted and interviews happening soon

**Treasurer’s Report: Tina Cameron**

Q: has cheque issue been resolved? (Can’t sign cheques)

Will be resolved by Friday

Q: where is PAC mailbox?

PAC mailbox by Gabby’s office for Executive, receipts for reimbursement can go to Gabby

**President’s Report: Jacquie Davis**

No update on concerns re: EAs’ split shifts

Gobind farms: Website set up for fruits, jam, etc. (not a fundraising opportunity, but convenient as they will deliver orders to the school)

Q: was circus a fundraiser? No, not sure how it came to be, some classes had them, some didn’t, some parents thought it was inappropriate – will follow-up on whether this will happen in future years

**COPACS Report: n/a – meeting on October 26, 2023 \*\* Need somebody to attend \*\***

Old Elementary school in Saanichton, or attend virtually

**OLD BUSINESS**

**Thank you, cards:**

* Could we ask Alisa Russell and the PAWS Squad to create us a dozen or so thank you cards that we can use throughout the year? YES
  + Send thank you cards to: Hullabaloo for ice cream sandwich donation and draw prize donors.
    - Made $177 from ice cream bars, and have lots left to use for something else

Welcome open house: wasn’t a fundraiser, didn’t make money from it

**Fruit & Vegetable Program:**

* Is it going ahead this year?
  + Jacquie still waiting to talk with Sara S. about this.
* If yes, coordinator and volunteers needed.

**Games Night**

* A great success, lots of positive feedback, desire for more.
* Could we ask Sara S. or Gabby for a spare key to access the storage space in the gym?
  + Yes, the PAC Executive will be getting an indoor key
* Discussion regarding building a PAC board game library.
* Owner of the BGC will give us discounted prices on games and parents offered to donate and support building a library.

Will have another one second week of November (ideally for families that couldn’t make it last time), school/community-building event, unsure of venue for regular occurring game nights.

**Class Representatives**

* Still need a representative for Ray Stewart (Div 2) and Kristen Sinats (Div 3)
  + These now filled, thanks!
* Permission to put all representatives’ names and emails on PAC website.
  + Class rep contact teacher to get email list out, send email introducing yourself, then get pre-winter gift

**Halloween Howl**

* Have main dance coordinator now (Jen)
* Waiting on food pricing will be for meals, then will be in MunchaLunch
  + Bubly, juice boxes, water and bags of chips for sale for $1
  + Q pizza on W Saanich can do pizza for 10% discount ($700 for 49 pizzas, half cheese, some pepperoni and veg, gf option), $4/slice would amount to $1350 total; 49 pizzas last time, sold out last year
  + Bags of candy $1 each
* DJ will take song requests if get them by this Friday; email Gabby who will get kids to write down songs they want

\*\*need more people to setup food from 4-5pm \*\* (include in Friday newsletter)

**NEW BUSINESS**

**Grade 5 Representatives**

* Fundraising: Desiree Davies & Shelly McIntyre
  + Popcorn (sales through Munchalunch)
  + Raffle
    - Suggestion for raffle: each parent has to pre-buy tickets, parents responsible to resell to family/friends
  + Bottle drive after xmas (Grade 5’s responsible for it)
    - Suggestion for ongoing bottle drive (parents just drop somewhere, parent drops 6 bags at a time, no sort); PLES PAC has account at Bottle Depot, apparently there should be a Grade 5 specific account at Glanford depot
* Idea: English Bay cookie dough

**Annual budget discussion**

**Expenditures minimal**

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Gifts are for learning staff and janitors (people not attached to a classroom)

**Vote to accept expenditures; motion: Jacquie, second: Tina, vote unanimous, none opposed**

Q: principal’s fund seems low – just used for clothes, Gabby hasn’t needed more in past years (for food, also fund through Munchalunch donations, grocery gift cards, and from Gabby, etc.)

Q: can Country Grocer gift cards be distributed to families in need? – in past, this has been fundraiser for Grade 5’s

Q: if request for fees for transportation goes through, how does families in hardship work with that? Does it go to PAC? – suggest asking at Transport session next week

Q: is there a year over year comparison:

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**Staff Wish List**

Total $25,945

PAC has $28k in the bank, not including what will be raised this year (last year raised about $15k, so PAC can cover this)

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Vote to approve items in “non-tabled” category, and move “tabled” items to next meeting:

Motion: Angela

Second: Christie

Vote unanimous, no opposed

**Door Prize Draw** – Courtesy of Amanda’s Cookie Creations, Winner is Erin Egan!

**Adjournment**

Motion: Shelly

Second: Wendy

Vote unanimous, no opposed

**Upcoming PAC Meeting Dates:**

* Tuesday November 21, 2023
* December 2023 – Meeting TBD
* Tuesday January 23, 2024
* 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