

MINUTES

Sullivan Elementary PAC

Date / time **Wednesday November 6, 2019 | 6:30 pm**

Meeting type: **General Meeting**

PAC EXECUTIVE	POSITION	ATTENDANCE
Greg Martin	President	Present
Elaine Silvaggio	Vice President	Present
Sindy Saran	Treasurer	Present
Amy Lucrezi	Secretary	Present
DPAC	Sarb Minhas	Absent
Director at Large	Kirsty Ellison	Present
Director at Large	Mirella Bonanta	Present
Director at Large	Breanne Sutton	Present
Director at Large	Stacey Blondheim	Present

OTHERS IN ATTENDANCE: Manj, Shareen, Heidi, Catherine, Bal, Akthar, Pierre

1. CALL TO ORDER: 6:33 PM in the library

2. ADOPTION OF PRIOR MINUTES

- 2.1. General Meeting Minutes September 18, 2019 Breanne 1st, Stacey 2nd
- 2.2. Special General Meeting Minutes October 4, 2019 Breanne 1st, Sindy 2nd

3. REPORTS

3.1. Treasurer's Report

- Gaming grant deposited \$5,980 into gaming account
- Pancake breakfast made \$294.43
- Craft fair raffle \$2180, concession \$302, tables etc \$1624.25
- Halloween dance entrance & concession brought in, \$572
- Refund teachers wish list from last year as \$1910.93 was unused
- All money provided to teachers cleared the account for October.
- Current account balances are: \$9865.18 in gaming account and \$35979.41 in the general account

3.2. Principal's Report

- Building Updates
 - 3.2..1. There have been concerns about the blue fencing at the front of the school, and safety for students as they walk up the laneway.
 - 3.2..2. There have been delays connecting the new water main along Kildare to the school. The construction company hopes to have the work finished on Friday, and to remove the fences after that

MINUTES

Sullivan Elementary PAC

- 3.2..3. Rachel will look at the blue fence further down to see if it can be moved so children don't have to criss-cross the lane.
 - 3.2..4. Walls are starting to go up on the addition, which is exciting
 - 3.2..5. Questions about the water problem two weeks ago?
 - 3.2..5.1. Please make sure you have emergency contacts who live near the school and can do pick up
 - 3.2..5.2. There will be a delay of 30 min to receive the school emails, the quickest notification would be through School Link app
 - Staffing Updates
 - 3.2..1. Sharon, our head secretary, has retired. Jill Mitten, our new secretary, starts on Tuesday.
 - 3.2..2. There will be a delay in posting payment options on Cash Online for a few weeks as she gets settled
 - Student Leadership
 - 3.2..1. Gr. 6/7 leadership students will be organizing spirit days this year- they have 5 planned and global/local initiatives
 - 3.2..2. They will also be doing a food drive at Christmas, and a volunteer day in the spring
 - 3.2..3. 22 students are going to We Day on Nov. 19 from the club
 - Upcoming Events
 - 3.2..1. Remembrance Day assembly tomorrow- 10:45 am, parents are welcome but it is squishy
 - 3.2..2. Early dismissal- Dec. 5
 - 3.2..3. Dec. 2-6- conferences for Div. 8-13
 - 3.2..4. Dec. 11- Christmas concert - Will be at the Bell Centre again this year – day rehearsal and evening performance. Rachel will check into how many tickets go home first. Thinking 2 first then a waitlist for extras. There has never been issues with not enough tickets.
 - Need new filter in the PAC kitchen as the water is running slow & a request to have the holes filled in the floor and ceiling.
- 3.3. DPAC Report – Sarb unable to attend today so will be discussed at a future meeting.
4. FUNDRAISING
- 4.1. Surrey Eagles Ticket Sales – Amy will purchase 50 tickets at \$5 each and plan to resell for \$10 each for a game January 5th. It is a matinee and a skate with the players after. Tickets will be put up online and Amy will coordinate ticket delivery.
 - 4.2. Grade 7's - \$201 made on popcorn at craft fair. Poinsettia orders went home. Gift cards will be sold. Request to do a holiday movie night, November 29th after school. They have left over popcorn and chips and water from the Halloween dance they can use at the movie.
 - 4.3. Purdy's will roll out Nov 15th and be done online.
5. PLAYGROUND REPLACEMENT

MINUTES

Sullivan Elementary PAC

5.1 Site inspection – took place after school. Superintendent told us it will be a costly replacement as we will need arborists etc with the trees. There will be 4-6 weeks for site approval and then we will get a list of steps we need to do. Plans can be draw up. July 2022 is the date the playground will be removed and we need money in place by March 2022. Recommended we do it in 2 to 3 stages.

Request to move the playground or do a second area beside the music portable. We would need to pay for a retaining wall to level that area out. The gravel field was also suggested but it is further from the school so hard to supervise and parking for teachers would be in between. A cost analysis for each location will be looked at.

Swings and the climbing structure behind them will be able to stay. It could be possible we would qualify for grants from the province but they are currently looking at 2021 applications. Rachel asked if there is extra help from the district with the complex groundwork and was told she can push that up the chain further. Sullivan community association is willing to help raise donations but they need letters to send out. We need the report with the cost breakdown of the work and the materials to show what is needed to go in the letter first.

All donations have to come through the Surrey School District so Go Fundme pages won't work and too much potential for mismanagement. Rachel has a specific link for the school at the district and will share that so donations will go to the school playground specifically.

The removal is free and we can do a work party and have someone supervise to help save some funds.

5.2 Committee Meeting Nov 13th - this is cancelled until we get the site report. Will probably be in January. Greg will send out a new email at that time.

6. EVENTS UPDATE

6.1. Pancake Breakfast – looked well attended. Nice construction crew was invited and they cleared up the tables after for us.

6.2. Halloween Dance – some kids were dropped off and lacked supervision. Need to make it clear that parents need to attend with their kids.

6.3. Craft Fair – Was well attended by about 350 people. Suggestion to have a shuttle to have vendors park down in Sullivan Park and then be shuttled back. There was another craft fair the day before so tables were left out. We printed 1000 extra tickets and had 1000 outstanding that were not returned, consequently we ran out the day of and lost revenue. Suggestions for how we can handle that going forward. Don't give tickets to people that didn't return them this year. Maybe we send less tickets per kid or send out a request form but will likely sell less. Implementing class parent for this purpose to help track tickets could be helpful. Craft fair next year will be Nov 8th.

6.4. Would be helpful if events were mapped out evenly in May/June so there is more separation.

7. FOOD SAFE

7.1. New Certificates – we need people to take on popcorn next year, as Jen doesn't want to do it. Briana's son will be in grade 7 next year as well, so need more than the two of them and Elaine. Can be done online or in class? The PAC will be willing to fund it. Breanne is thinking she may be willing to take on popcorn and will look into the course.

MINUTES

Sullivan Elementary PAC

8. Hot Lunch

- 8.1. October Lunch orders totaled 171
- 8.2. 481 Items were sold for \$921 total
- 8.3. Testing multiple menu ordering with Halloween Dance and Hot dog day. Kirsty had feedback the form was difficult to interpret. Greg has asked they sit down with him and look at how the report would be more helpful. Greg will do only a few orderings at a time until January to make sure reports are what we want and everything works appropriately. Then he will post everything. We will all reassess at the end of the year to make sure the new site works how we want.

9. OPEN FORUM

- 9.1. Class parent –Greg thought that was handled by the school so was missed at the start of the year. Kirsty is happy to set up the class parents and organize them. Kirsty will discuss with Rachel the job description of the class parent so they can be utilized.
- 9.2. Kirsty wondering if more can be allocated to fieldtrips since there is construction. Rachel wondering if more can be allocated to bringing in performers. Teachers discussed the Aquavan
- 9.3. Vote: put the \$1900 received back from the teachers to a discretionary fund: In favour: 13, opposed: 0
- 9.4. Request for extra funds for grade 7's graduation since it has to be off school grounds. Chairs can be borrowed and tables figured out if need be. This will be tabled for a future meeting when we have a clearer idea of what the extra costs could be.
- 9.5. Spirit night at the hall is booked for May 29th but will be added to the Dec agenda.

10. ADJOURNMENT – 8:11 Pm

Next meeting: Wednesday, Dec 4th, 2019 @ 6:30 pm