

Minutes

Sullivan Elementary PAC

Date | time **Wednesday November 16, 2022 | 6:30 pm**

Meeting type: **General Meeting**

Held: **via Zoom**

EXECUTIVE	POSITION	ATTENDANCE
Amy L	President	present
Stacey B	Vice President	present
Sindy S	Treasurer	absent
Aakansha D	Secretary	absent
Greg M	DPAC Representative	present
Harjeet G	Director at Large	present
Breanne S	Director at Large/Popcorn & treats	present
Jenny W	Director at Large/Fundraising	present
Garima K	Director at Large	absent

OTHERS IN ATTENDANCE: Cai, Meg

CALL TO ORDER: 6:34

ADOPTION OF PREVIOUS MINUTES: Call to Adopt minutes from General meeting October 19, 2022.
Approved Stacey, Greg

AGENDA:

1. Introductions & approve agenda (add/remove)
2. Principal Update - Ms Der provided and read out by Stacey
 - a. School Events over the past month
 - i. Diwali
 - ii. Halloween - Teachers liked having the parade in the morning- easier for kids
 - iii. Remembrance Day
 - b. Upcoming Events
 - i. Gr. 6 immunizations- Dec. 1
 1. ACTION: need volunteers - Amy will ask for volunteers when we have the time.
 2. Agreed to purchase cookies and juice
 - ii. Deck the Halls- Dec. 2
 1. Meg has gotten donated hot chocolate and cups (for 400 people), Meg will purchase little marshmallows, candy canes
 2. Pac request: a few Volunteers to come in morning with aim to have it served after recess , need most volunteers for delivery around 11
 3. ACTION: Ms Der will confirm timing with teachers
 4. ACTION: Stacey will create a sign with 2 people for division to deliver.
 - iii. Christmas Concert- Dec. 9 at the Bell Centre

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1. Students will be bussed to the Bell Centre during the day for rehearsal, concert is at night
- c. Report cards
 - i. Early dismissal Nov. 25 instead of in Dec, to give teachers time to write report cards
 - ii. Report cards going home Dec. 15- no parent teacher interviews at that time
- d. Daycare Update
 - i. Still waiting on final approval from the city
- e. Sports Court Update
 - i. Lowest bid for \$35,000 approved
 - ii. Waiting for invite to pre-construction meeting to discuss timelines, etc.
 - iii. May be some additional costs- will keep PAC informed
3. Treasurer's Report - Sindy S provided and Stacey read
 - a. Main bank account bal: \$18,797.80 as at Nov 14
 - b. Gaming Account bal: \$9413.66 as at Nov 14
 - i. Bank was not able to locate our account - I will need to go back and do the deposit for the craft fair raffle. Amount to be deposited is: \$2632 + \$6 = 2638 plus \$5 USD at the exchange rate for when deposit is done
 - c. Received \$250 from LKA for website advertising - e-transfer deposit done November
 - d. Profits:
 - i. Halloween dance - \$994.40
 - ii. White Spot/Tawara - \$657.25
 - iii. Return It account - the etransfer finally worked approx \$480 cleared from account
 - e. ALL cheques for SD#36 for approved IT have been re-written again. New amounts are as follows:
 - i. \$1514.43 - Laptop
 - ii. \$693.23 - AV projector
 - iii. \$70.59 - ipad adapter
 - iv. \$251.24 - apple tv
 - v. \$150.52 - soundbar AV equipment
4. DPAC Update - Greg M
 - a. not much going on, last meeting PAC 101
 - b. DPAC doing a pilot project with Vancouver DPAC pushing for developers to start paying into the cost of new schools. More info on DPAC website
 - c. anyone who wants to join DPAC they are short on staff right now and needing people, please see DPAC website for info
5. Popcorn Update - Brea & Meg

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- a. Feedback has been good from teachers, the new process of delivering to classes seems to be working. Only challenge has been getting bins back. Like to keep it every second week. Will be every other week
 - b. purchase of new machine \$2,358.95, Executive Vote approved. New machine is working amazing!
 - c. Needs to be cleaned properly, a little different than the last machine. We may need to purchase cleaner to use.
 - d. what do we do with the old machine? Keep for now to see if we use it for events, grade 7s etc.
6. Old Business
- a. Halloween Dance Recap - Jenny & Meg
 - i. need more water, pop
 - ii. Pizza at a different location to cut down on concession line
 - iii. May need to find a different DJ, will need to check with Rachel
 - iv. need to stress to parents that supervision of their kids needs to be provided by themselves
 - b. Craft Fair Recap -
 - i. Made about \$4000 between vendor tables, raffle
 - ii. Good feedback from vendors, like the new space
 - iii. Grade 7s did concession, made about \$200, need more parent monitoring
 - iv. NEED people for the committee. Cai is willing to commit for another year to work with vendors
 - v. ACTION: everyone spread the word to gather a committee.
7. Upcoming events
- a. Purdy's has started. Goes until Nov 20 and delivery is Dec 2
 - b. Deck the Halls - Hot chocolate
 - c. Christmas Initiatives
 - i. In the past we have done mitten tree, seniors stockings, adopt a family
 - ii. Stockings for Seniors -Elaine to organize, Meg to help with signups, aim for one per division
 - d. Staff Appreciation
 - i. Rachel asked us to team with her to do Monday Dec 12th, Amy to ask more details
 - ii. Looking to keep under \$300 -ideas are subway, Freshii, Fresh Street catering (Jenny to look into), maybe asking parents for sweets?
 - e. Read-a-thon - - deferred to next meeting
 - f. Spirit Night - May 26
 - i. form committee: Jenny (raffle/silent auction). Meg (food), Greg, Sindy will to help book inflatables
 - ii. Potentially outside and in the gym, food truck options, committee will meet and present at January meeting.
 - g. Hot lunch

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- i. Going well, currently booking vendors for after Christmas. Want to see how Siirka & Freshii go before deciding to book them again.
- 8. Open Forum
 - a. Grade 7s thinking of Pub Night and asking about dates. Movie night is scheduled for Jan 27th so could not be that night. Grade 7s can bring a few nights that work for them

NEXT MEETING: Tuesday January 17th at 6:30 PM in person

Adjourn 8:05. Greg First, Brea Seconded