Sullivan Elementary PAC Meeting

HELD: April 15, 2019 in the library

| MEMBER | POSITION | ATTENDANCE |
|------------------|-----------------------|------------|
| Elaine Silvaggio | President | Present |
| Breanne Sutton | Vice President | Present |
| Sindy Saran | Treasurer | Present |
| Trina Pacey | Secretary | Absent |
| Amy Lucrezi | Secretary | Present |
| Briana Miles | Hot Lunch Coordinator | Absent |
| Jen Bay | Popcorn Coordinator | Absent |
| Kirsty Ellison | Yearbook Coordinator | Absent |
| Greg Martin | DPAC | Present |
| Sarb Minhas | DPAC | Present |
| Stacey Blondheim | Director at Large | Present |
| Collen Evans | Director at Large | Absent |
| Manj Bunwait | Director at Large | Absent |
| Jenny Wainman | Director at Large | Absent |
| Harjeet Gill | Director at Large | Absent |
| Claudia Drummond | Director at Large | Present |
| Heather Brown | Director at Large | Absent |

OTHERS IN ATTENDANCE: Heidi, Rachel (acting principal)

CALL TO ORDER: 7:05 PM

ADOPTION OF PREVIOUS MINUTES: February 25, 2019 Stacey 1st, Greg 2nd. Adopted

AGENDA:

- 1. REPORTS
 - 1.1. Treasurer's Report
 - \$710 was generated at Pub night, money still to be deposited.
 - Popcorn amount lately has been dropping. To date we have made \$2152 this year. Maybe we need to look at switching up the process or what we sell. Breanne will create a volunteer sign up sheet for the remainder of the year and popcorn day will take place if the volunteer is available.
 - No withdrawal from the gaming grant in March as shown on the financial report.
 - We should be able to use the gaming grant on the garden club since it is a club
 - 1.2. Principal's Report
 - 1.2..1. Building Update
 - Protective fencing being put around trees in order to get building permit
 - Ministry project sign going up on corner of 152 and 60th on Wednesday
 - Anticipating starting this summer
 - First phase- updating sprinkler system in current building and getting ready for the elevator

- Groundbreaking ceremony on Thursday with some special guests and politicians from 9:15 10 am
- 1.2..2. Garden Update
 - Today the landscaping crew will work to level the site for the garden so that planters can be installed
 - School paid \$800 for site prep
 - Planters will arrive end of April. Soil has already arrived.
 - Garden club has raised \$150 so far for tools and seeds through lemonade and Oreo sales
- 1.2..3. Cops for Cancer fundraiser
 - Goal: raise \$1500 to send one child to Camp Good Times
 - Will work with staff to come up with an initiative. One idea- raffle a ride along in cop car
 - Also looking at ways to run/bike 900 km to match the length of ride that the Cops for Cancer will do in Sept, ie. run club
- 1.2..4. Staffing and entitlements for next year
 - Projected for 13 divisions for next year- same as this year
 - Have a little more library time and a little less music time due to changes in prep scheduling. Library 3 days and music 2 days a week
 - Library and music will share the library space next year; French prep will be in classrooms
 - Round 1 opens this week- will be hiring 0.8 LST, and Gr. 5/6, 6, and 6/7 teachers for continuing positions
 - Ms. Baker, Ms. Paccagnan, Ms. Cojocariu, Ms. Roberts, Ms. Fleming and Mr. Colquhon are in term positions
 - Ms Der will likely be here until the end of the year and we will see if Ms Crowley comes back in September.
 - Anticipating having one more intermediate, it is looking at two full kindergarten classes.
- 1.2..5. Tech update
 - Replacement iPads arrived last week
- 2. FUNDRAISING
 - 2.1. Pub night update, 45 bought tickets, \$190 made on 50/50
 - 2.2. Games Day Hot Lunch will be run by grade 7s and Elaine will post it on Hot Lunch for them. Shelley Haines will be taking the lead on it.
 - 2.3. Christmas Craft Fair 2019 hall rental, Elaine contacted Lori and confirmed everything. Rental fees are now going up to \$200. November 3rd is booked. Elaine, Stacey & Amy will set a date to get started.
 - 2.4. Pancake Breakfast (Andrea Neilsen) May 7, 2019 Breanne confirming with Andrea she is still good to go. It will be pajama day as well.
- 3. NEW WEBSITE (Greg Martin) We did a trial run with hot lunch hot dog day. Ordering went well and Paypal was deposited. Only issue is Greg is trying to get it to autogenerate the report for ordering. Greg will send Sindy an access to look at the financial reports to make sure it makes sense. He has a vendor platform as well, so the vendor can set it up and deliver independently. Sullivan can take a percentage of sales. Elaine will renew SullivanPac.com domain and we can redirect it to

SullivanPac.ca next year. Breanne wrote up some content for Greg and will clarify remaining content. He wants to focus on events and wants everyone to take an event and do a write up. Then each event has a volunteer schedule attached to it.

- 4. SULLIVAN HEIGHTS SCHOLARSHIP FUND REQUEST we gave \$250 the last two years and they need it by April 30th. Discussion if amount of money should be increased. Those in favour of a \$300 pledge: 3. Those in favour of \$500 pledge: 4. \$500 will be provided to a Sullivan Elementary student that went to Sullivan for the majority of their elementary years.
- CONSITUTION & BYLAWS REVISION UPDATE we've picked apart Bear Creek's constitution, now we need to start typing them out to review them and make sure it works for Sullivan. Next meeting at Breanne's May 5th at 10 am.
- 6. VOLUNTEERS NEEDED dates for hot lunch are chosen, Brianne made need some help. A full volunteer push needs to happen.
- 7. SPIRIT NIGHT UPDATE Mirella & Kirsty are taking care of food. Trina is doing silent auction and has a template to solicit donations. Claudia can get basic bouncy castles for free and we have to man them ourselves. We would then need insurance. Jenn & Colin to purchase one large ticket item with half of their donation, for something like a BBQ or TV and we will use the other half of the remaining funds.
- 8. FUTURE MEETINGS
 - Second Monday of each month (bumped to 3rd for holidays) May 13
 June 10 (AGM)
- 9. OPEN FORUM -
 - nominees for the AGM will need to happen soon. There are templates available and can be emailed home and hard copies put in the hall.
 - May 14th is welcome to K. Elaine will be there as well as Greg, Stacey & Sindy.
- 10. ADJOURNMENT at 8:32 PM

NEXT MEETING: May 13th at 7 pm in the library