

# PAC General Meeting Minutes

## May 28, 2018

Suncrest Elementary School

PAC Website: <http://suncrestpac.weebly.com/>

Volunteer Event Sign-up: <http://signup.com/go/7PzqYW>

<b>Minutes:</b>	Rozsika den Haan	
<b>Chairperson:</b>	Robyn Stubbs	
<b>Attendees:</b>	Bill Patara	Sandra Benholm
	Ashley Sandquist	Rozsika den Haan
	Robyn Stubbs	Leslie Chu
	Louise Rusch (Burnaby Parks & Rec)	Lori Driussi

Topic	Details	Action Items / Votes
<b>Call to order</b>	7:05pm	
<b>Adoption of Minutes</b>	<ul style="list-style-type: none"> <li>No amendments.</li> </ul>	Adopted by Bill, seconded by Ashley.
<b>Louise (Burnaby Parks &amp; Rec)</b>	<ul style="list-style-type: none"> <li>Chalk Art Festival June 16, 11am-5pm</li> <li>Affordable family fun flyers given out. They are low cost or no cost activities for families. These will be available beside the office on the wall rack.</li> <li>Activities guide published with schedules for FREE activities               <ul style="list-style-type: none"> <li>spray parks</li> <li>outdoor pool schedules</li> <li>playground activities throughout Burnaby for the summer</li> </ul> </li> <li>Burnaby walking maps are available</li> <li>Burnaby biking map is available</li> <li>Burnaby Village Museum is free all summer (carousal small fee though)</li> <li>Surveys were completed for the Burnaby Parks and Rec programs at Suncrest, thank you for providing feedback.               <ul style="list-style-type: none"> <li>Clayworks was popular, and they'll try to put one in for September</li> <li>Responses to surveys were for Lego mania, cooking ones, and first aid</li> <li>Parent feedback on popular activities that kids like are the holiday and special occasion ones (like Halloween and Christmas crafts/chocolates)</li> </ul> </li> <li>Burnaby Parks and Recreation is revisiting the policy regarding children with epi-pens</li> <li>For classes that are full, encourage parents to put kids on the wait list, because if there are 4 or 5 students on the wait list, then often they will look at adding another teacher and open it up to more students.</li> </ul>	
<b>Treasurer's Report (Bill)</b>	<ul style="list-style-type: none"> <li>There was a movie night that brought in revenue</li> <li>There is a bit of a reconciliation that needs to be worked out with munchalunch and pizza day.</li> <li>Pizza day and sports day upcoming still</li> <li>Some items are not quite reconciled yet, as there is more revenue that needs to come in still.</li> <li>5 Teachers have not yet claimed their classroom funds. If it is not claimed, it goes back into the PAC general funds.</li> <li>Some field trips are coming up still and need to be claimed.</li> </ul>	<p>Request to have MaryAnn Mulhern and Lori Driussi to meet with the earthquake committee and work with the progression of filling the new bin. Meeting to take place in the Fall.</p> <p>Motion to designate up to \$250 from PAC gaming fun to go</p>

Topic	Details	Action Items / Votes
	<ul style="list-style-type: none"> <li>• Grade 7 has some expenses that are yet to come in, so that funds for Grade 7 will be maxed out and used up.</li> <li>• \$9,000 for the playground will be used when the new playground is purchased, on top of the \$90,000 from the government.</li> <li>• Discussion about having Dave Hicks and Mark Kitching (or whomever is available) to come at their leisure within the next couple of weeks to make a list of what essentials are needed for the new earthquake/emergency bin.</li> <li>• There are some more field trips that will come out of the gaming grant. Discussion about using up the remainder of the gaming grant for classroom outdoor equipment like last year to fill up Rubbermaid bins in each class. Lori asked if we use the gaming grant to buy classroom sports equipment for outside perhaps through their sports distributor so it would be more durable. Discussion followed. Canadian Tire and other companies will match costs sometimes for school supplies if PAC writes a letter of request. We will look and see if maybe PAC will purchase supplies again at the end of this year.</li> <li>• Regarding planning for financials for next year, it's difficult at this point because if there is no one who steps up to be PAC chair, we can't run any fundraisers such as hot lunch, purdy's family photo night, etc.</li> <li>• Regarding school supplies fundraiser, Lori and Robyn are working towards having this come together, and either being purchased before the school year ends, or even the possibility of September purchase.</li> <li>• Request by Lori to determine how much money PAC allots to each teacher to be given in a bulk sum to distribute to teachers and reimburse teachers by Suncrest admin.</li> </ul>	<p>towards replenishing classroom outdoor sports supplies. Motion by Bill, seconded by Sandra.</p> <p>Motion to put \$100 of the school's angel fund in a cheque to the school to use on an as-needed basis. Motion by Sandra, seconded by Ashley.</p> <p>Motion for PAC to fund \$100/division for consumable materials, as well as \$100 for the Angel Fund in one cheque to the school so that teachers can get reimbursed easier and sooner. Funds for 2018/2019 to be issued in June 2018 so they can be used starting September when school is in session. Motion by Sandra, seconded by Ashley.</p> <p>Lori to send Bill a reminder email for Angel Fund cheques for 2018, and for consumables for next year 2018/2019.</p> <p>Motion to approve the draft budget as proposed. Motion by Ashley, seconded by Sandra.</p>
<b>DPAC (Ashley)</b>	<ul style="list-style-type: none"> <li>• No new news.</li> <li>• Ashley is on the DPAC board again this year, congratulations!</li> </ul>	
<b>Principal's Report</b>	<ul style="list-style-type: none"> <li>• Lori began with an acknowledgement to the First Nations.</li> <li>• Lori has been educating herself on First Nations and Indigenous history, and encourages others to take out books and learn more about our rich history.</li> <li>• June 4<sup>th</sup> Pro-D coming up, and staff will be doing a blanket exercise. Two of the indigenous staff will be coming and helping staff deepen their understanding on indigenous education.</li> <li>• Gratitude to PAC and parents for support of so many of the school events, the musical, playground initiative, grade 7 fundraisers and camp and so much more.</li> <li>• Looks like new school year will have 13 divisions. For 2018/2019 currently they are at max for students per class, which could be problematic if new students move into the neighbourhood.</li> <li>• There are several staffing changes for next year.</li> <li>• Many upcoming events, please check online calendar.</li> <li>• Last day for students is June 28<sup>th</sup>, dismissal at 10am.</li> </ul>	
<b>Chair's Report</b>	<ul style="list-style-type: none"> <li>• Thank you Lori for working with the PAC this year, and all her hard work.</li> <li>• Hot lunch coordinator position remains open. No one has stepped up to take on the role. That person would need to send PAC an email, then coordinate with the principal about food items, days, menus, etc.</li> </ul>	

Topic	Details	Action Items / Votes
	<ul style="list-style-type: none"> <li>Election for treasurer – Bill, nominated by Robyn. Bill accepted. Voted, carried.</li> <li>Election for DPAC – Ashely nominated by Robyn. Ashley accepted. Voted, carried.</li> <li>No one nominated for PAC Chair. Unless someone steps up to be Chair, there will be no fundraising possibilities for the 2018-2019 school year.</li> </ul>	
<b>Playground</b>	<ul style="list-style-type: none"> <li>Lori and Rozsika have been working with the district and playground vendors with the grant amount given.</li> <li>Vendors have sent some playground layouts within the \$99,000 (\$9,000 from PAC fund set aside, and \$90,000 grant)</li> <li>Quick question/mention about process by Robyn that we will be giving the kids 3-4 structures to choose from for their playground after they are narrowed down.</li> <li>Lori and Rozsika discussed that all Suncrest kids will draw or share their ideal playground hopefully by the end of this week. It is good to get the whole school involved, because their voice will be heard, kids will feel they have input, and also at some point the divide between primary and intermediate will no longer be there.</li> <li>Plan is to collect playground drawing/ideas, then go through to find commonalities (such as tall structures, lots of monkey bars, rope climbing, etc.) then go through the playground structures already quoted to narrow down ones that are similar, or have vendors modify them to meet student needs.</li> <li>Lori said current intermediate playground will come out this summer since we got the grant.</li> <li>Plan is to get things right since this is once in a 50 year opportunity.</li> <li>Agreed, but PAC said that if we could have playground installed by September that would be great, otherwise kids would go months without a playground.</li> </ul>	Motion to write Suncrest a cheque for the \$9000 from the playground fund so that it may be used when needed for playground purchase. Motion by Rozsika, seconded by Ashley.
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>8:50pm</li> </ul>	
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>June (time to be determined).</li> </ul>	