

# Porter Street Elementary PAC

## General Meeting Minutes – October 11, 2016

### Porter Street School – Staff Room

Meeting attended by: Ed Sagarbarria (E), Christine Baker (E), Daniel Vasquez (E), Hitomi Nunotani (E), Tanja McAffer (E), Sonia Bolotin, Christina Debruyne, Nicole Marcelin, Jessica Chou, Patrizia Ruscitti, Laura Ziefflie, Nicole Stepanek, Alana Richardson, Karen Lim and Derek Passaglia (Principal)

**Quorum is met**

## Introduction

**1.0 Commence Meeting:** Christine called the meeting to order at 7:01pm.

### 2.0 Introductions:

- PAC executive introductions, attendees' introductions
- See attendance sheet for attendees

### 3.0 Additions to agenda:

- Babysitting
- Porter Wear

### 4.0 Approve Previous Minutes – September 13, 2016

Motion to accept minutes, first by Alana Richardson; seconded by Daniel Vasquez. All in favour.  
Motion is carried.

### 5.0 Principal's Report (Derek Passaglia)

- Tong was present during the meeting (organizer of Do What You Luv)– Do What You Luv Foundation is a registered charity foundation since last October, working with Surrey and Coquitlam School Districts. This is a service for youth to participate in extra-curricular activities and connect services/program providers with students and schools, they may also choose programs that are good for the school and can help with fundraising strategies. This is a streamline process for ease of extra activities that are offered and registering in one place, do what you love and the district vets the programs to be approved that are available in the schools, it is also a way of finding new programs that can be offered to the school, since Do What You Luv has a list of different programs not currently offered in our school. We are an active school that offers different after school and lunch time programs to the children to expand their knowledge beyond writing, reading and math. This year no one has stepped up to organize extra-curricular activities, Do What You Luv provides this service, in the past these activities would have given money towards the school or PAC. (this will be something PAC will discuss further)
- Our limitations are our facility, what spaces are available and when

### 6.0 DPAC Report

Hitomi N attended the September 28, DPAC 101 Orientation Meeting

During this meeting the roles of the PAC executive were discussed to have a better understanding of what their role and responsibilities are.

There are 3 different levels of PAC (PAC, DPAC (Coquitlam District PAC), BC District PAC)

DPAC meetings are open to all parents, the meetings are the last of Wednesday of each month and there are 6-8 meetings per year. There is a guest speaker at each meeting

Guidelines are on our PAC website for rules  
See Hitomi's notes

## 7.0 Treasurer's Report (Daniel Vasquez)

- BLUE Sheet – Fundraisers – Family Donations exceeded last year's donations
  - Expenses – PAC provides back to school, subsidize for fieldtrips or materials for class supplies
  - PAC donate \$8800 back to school
  - \$859 carry over from last year – PAC will donate \$2705
  - Popcorn raised \$3005.50 which is more than expected
  - Gaming Grant \$20 per child total \$7440 with a carryover of \$2108.55 – see below for how the funds will be allocated
- PINK Sheet – Monthly account report for the 3 accounts PAC has

## 8.0 PAC Coordinators

- Still need a Capital Committee Coordinator email [chair@pspac.com](mailto:chair@pspac.com) if you are interested or know of someone who is
- Capital Projects – Dana Crowe, Ed Sagarbarria, and Derek Passaglia met to discuss, finishing phase 1 - path, troughs for garden, trees, finalized last of details, completed in the spring, trees and path within the next month, focusing on ground enhancement
- Phase 2 ground enhancement still needs to be finalized and planned for vision 2 of North Playground

## 9.0 Events/PAC Programs/Community Events/Fundraising:

- PJ Movie/Dance – October 28 – 6:30pm start this is a combined event with a short movie with 1 hour playlist for dance – Sonia will create a playlist, Pat, Iris to coordinate. Derek to DJ
- Santa Breakfast – December 4 - Hitomi and Radha are coordinating, waiting for quote from Kinsmen, we will need more volunteers and servers. Hitomi to ask for a quote without plates and cutlery
- Hot Lunch – new items added to hot lunch and small price reduction
- Fundraising Ideas – Canadian Tire Donation Program (support sporting programs, certain \$ per child, we could use the money for basketball courts), Go Fund Me, Craft Fair with outside vendors (Derek ok), Wine and Beer Tasting Night or Pub Night (adults only), Selling Emergency Preparedness Kits, Trunk Sales (garage sale out of your trunk) – If anyone is interested in heading these please email [chair@pspac.com](mailto:chair@pspac.com)
- Babysitting – PAC will seek out babysitters for the PAC meetings – the babysitters will have certain criteria to meet, Daniel and Ed to coordinate
- Porter Wear – provide kids, staff and parents with school spirit clothing – new options for this year, would like to have these available to the kids by the end of November, should launch end of next week, there will be samples available to see sizing

**Adjourn Meeting:** Meeting adjourned at 8:43pm. Nicole motioned to adjourn the meeting. Seconded by Laura. All in favour.

**Next PAC Meeting is the AGM: Tuesday November 8, 7:00pm – 8:30pm**

*Minutes submitted by Tanja McAffer, PAC Secretary*