

Porter Street Elementary PAC

General Meeting Minutes – November 8, 2016

Porter Street School – Staff Room

Meeting attended by: Ed Sagarbarria (E), Christine Baker (E), Daniel Vasquez (E), Hitomi Nunotani (E), Tanja McAffer (E), Nicole Marcelin, Radha Pachchigar

Quorum is met

Introduction

1.0 Commence Meeting: Christine called the meeting to order at 7:11pm.

2.0 Introductions:

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

3.0 Additions to agenda:

- DPAC
- Ponchos
- Communications Coordinator

4.0 Approve Previous Minutes – October 11, 2016

Motion to accept minutes, first by Nicole Marcelin; seconded by Daniel Vazquez. All in favour.
Motion is carried.

5.0 Principal's Report (Derek Passaglia) absent

6.0 DPAC Report

Hitomi N attended the October 26 DPAC Meeting on assessment and report cards
See notes from Hitomi

7.0 Treasurer's Report (Daniel Vasquez)

- BLUE Sheet – Fundraisers – Family Donations exceeded last year's donations
 - Carry over \$859.92
 - Popcorn over forecasted amount
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- PINK Sheet – Monthly account report for the 3 PAC accounts
 - Family donations still coming in
 - PJ Night October 28 - \$1043 profit - 50/50 \$118
 - Hot Lunch \$5600 profit to date
 - Refund cheque \$641.38

8.0 PAC Coordinators

- Still need a Capital Committee Coordinator email chair@pspac.com if you are interested or know of someone who is
- 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:

- Class Reps still needed
- Santa Breakfast – December 4 – Hire Kinsmen \$250 for trailer, plus \$5/person includes plates and food, they will do set up and clean up, will need some parents to help hand out food, need

to set up an online form – will need donations of coffee, tea/ hot chocolate – Christine to send Hitomi and Radha the donation letter

- Will charge \$6.50/person or a family package \$24 (2 adults and 2 kids) this includes - 2 pancakes 2 sausages, hot beverage, plates and cutlery will sell 350 tickets online and will have limited number available at the door (50)
- Crafts – colouring/colouring contest
- Will post ticket purchases for November 16 or 17
- Will need volunteers for the door and help with food, a photographer (need to see if Derek will cover photo cost for each student)
- Will post in PAC newsletter about the date to purchase tickets

- PJ Movie Night – Dec 16 next date

- October 28 Movie/Dance– was very fun lots of positive feedback, will need to plan a dance in the future – eg. Valentines

- Emergency Prep - refund for food that was purchased because calorie count was higher then what was needed so we didn't need as much
- Photos need to be updated in the orange bags

- Spirit Wear – updated notice, will send out a paper notice to each child extending selling date to November 15 (send to class reps to send to all students)

- Fundraising Ideas – will talk about this at next meeting

- Nicole brought ponchos to donate to school if we need them, will drop off to Derek

Communication Coordinator Tammy has resigned she will do some background work on website Daniel will update website and communication email

Adjourn Meeting: Meeting adjourned at 8:41pm. Tanja motioned to adjourn the meeting. Seconded by Hitomi. All in favour.

Next PAC Meeting is the AGM: Tuesday December 6, 7:00pm – 8:30pm

Minutes submitted by Tanja McAffer, PAC Secretary