

Porter Street Elementary PAC General Meeting Minutes – April 15, 2019

Porter Street School – PAC Room

Meeting attended by: Tanja McAffer (E), Joanne Elsdon (E), Daniel Vasquez (E), Nicole Marcelin (E), Christina Debruyne, Laura Ziefflie

Quorum is met

Introduction

1.0 Commence Meeting: Tanja called the meeting to order at 7:26 pm.

2.0 Approve Previous Minutes – March 4th Minutes

Nicole motioned, Tanja seconded; all in favour.

3.0 Additions to agenda:

- Playground Refresh (basketball hoop & line painting)
- 2019/2020 Budget considerations

Business Arising

4.0 Principal's Report

- *No update: Principal absent with regrets*

5.0 Capital Projects Update

- *Crosswalk Safety* investment of \$1000.00 (cost is estimated at \$200 per crosswalk to a maximum of \$1000 covering City installation of buckets, flags) - Joanne motioned. Laura seconded. All in favour; motion approved.
- *Technology Update* investment of \$10,000.00 (for a new class set of student-based, hands-on technology (e.g. iPad, or laptop or peripherals), purchased via the District Subsidy Program) - Christina motioned. Joanne seconded. All in favour; motion approved.

6.0 DPAC Report

- Review of April 3 DPAC Meeting minutes:
 - Funding formula update delayed given significant stakeholder input
 - Equity, accountability, financial management key themes discussed
- Standalone presentations held recently:
 - Traffic Safety Meeting attended by Joanne and Danielle; presentations by various stakeholders and key opinion leaders including city officials, RCMP
 - Children of the Street Society – presentation by non-profit organization about helping parents and communities protect children from on- and off-line grooming for exploitation
 - Any child seeking assistance can visit www.needhelpnow.ca as this website helps teens stop the spread of sexual pictures or videos and provides support along the way
 - Any person suspecting illegal material online can visit Canada's national tipline for reporting the online sexual exploitation of children at www.cybertip.ca
 - Great feedback on these standalone presentations held throughout the year – consider attending future opportunities on a variety of different topics

7.0 Events Update & Volunteering with PAC

- **Report out on completed events:**
 - **PJ Night** – held March 15: low attendance; Discussion about reasons why – timing considerations (adjacent to March break)? Awareness? Word of mouth? No class reps? Plan to see if we can leverage the school email list or class rep email list with targeted, specific emails about individual school events (rather than risk it being lost in more comprehensive messages)
 - **Free Pancake Breakfast** – held April 12– great turnout, great time had by all. Sincere thanks to the Optimist Club. In future, add further reminders to BYO dishes and cutlery
- **Upcoming events:**
 - **Year-end BBQ & Potluck** – May 24 – Splash machine will be built by a community parent. PAC has invited new K parents via email invitation
 - **Multi-Cultural Day** – May 29 & 31 – 10 countries planned. Performances will occur prior to the classroom rotation day (not the day before as this is Welcome Kindergarten day)
 - **Welcome to Kindergarten** – May 30 – Derek will invite PAC exec to attend & Chair to say a few words
 - **Staff Appreciation Day** – Wednesday June 12th. Tanja to confirm with Derek what time the lunch breaks start for all staff. Hitomi to ask the vendor to arrive earlier this year.
 - **2019-2020 PAC Exec Elections** – Elections will occur at the AGM on May 13th. Volunteers needed for Executive positions. It's fun, informative and rewarding! Please come forward and encourage other fellow Porter parents to get involved

8.0 Treasurer's Report (Daniel)

- Chequing Account - Balance as of March 31 is **\$38,460.95**
- Savings Account – Balance on March 31 is **\$6,257.21**
 - This is money left over from the original (Phase 1) Playground project from 2015
 - In 2017, these funds were allocated to enhancing the existing basketball courts (extra hoops, paving, lines etc.)
- Gaming Account – Balance on March 31 was **\$19,094.05**
- Total PAC accounts on March 31 was \$63,812.21. The current total on April 15, 2019 is **\$59,907.69** after April 11 payment to Scholastic Canada from book fair.

9.0 Additional Items

- **Playground Refresh**– Re-evaluating funds set aside for playground improvement given substantive changes to the basketball courts scope of work under the budget originally allocated. Latest budget estimate provided in April 2019 outlines 3 options. Proposal to vote on this investment at the next meeting on May 13th based on the following descriptions so that the work may begin in Summer 2019 if the motion to select one of the options is passed:
 - **Option 1: \$9,310** for 1 additional hoop (bringing the total to 2, a full court), painting of a key and a 3pt line
 - **Option 2: \$16,879** to install 2 new hoops (create a full additional court), plus full court lines
 - **Option 3: \$26,189** to install 3 new hoops (completing 2 full courts) plus full lines for both courts
 - **Option 4:** No playground refresh
 - Additional consideration to reduce the painting portion of the quote by \$XXX by not including a 3pt line
- **Budget Considerations** – Need to include FoodSafe certification costs for next year in the 2019/2020 budget. Christine to advise latest estimate.

Adjourn Meeting: Meeting adjourned at 8:49. Tanja motioned to adjourn the meeting. Seconded by Nicole. All in favour.

Next PAC Meeting: ANNUAL GENERAL MEETING Monday May 13, 7:15pm – 8:30pm

Minutes submitted by Nicole Marcelin, PAC Secretary