

PAC Meeting Minutes

Date:	May 24, 2017	Start Time: 6:10 pm	End Time: 8:12 pm
Location:	Robert Andrews Learning Commons	Present: J. Pare, E. Hallows, T. Enns Coe, C. Amos, L. Minuk, K. Ring-Whiklo, A. Maharaj, T. Stoesz	
Recorder:	K. Ring-Whiklo and E. Hallows		
Regrets:	R. Staples		

Subject/Agenda Item	Summary of Discussion	Follow up (What is to be done by whom/when)
Review minutes	<ul style="list-style-type: none"> March minutes: no changes or additions 	
Additions to agenda	<ul style="list-style-type: none"> Yearbook 	
Review of financial situation	<ul style="list-style-type: none"> See Treasurer's report Discussion about how to spend remaining funds: standing desks in the library for \$400.00. 	
Fundraising	<ul style="list-style-type: none"> Popcorn: Made \$42.50 on May 10 Lots of stock for the rest of the sales this year. Upcoming dates: May 26, June 14 Possibly one more date in June. Plan for fall: Farm 2 School forms out week of Sept 11 Delivery before Thanksgiving 	<ul style="list-style-type: none"> T. Stoesz to book dates for Farm 2 School R. McIntyre to lead Farm 2 School with P. Douglas.
Staff Appreciation	<ul style="list-style-type: none"> J. Pare report: Fewer volunteers than last year (27) Theme every day Check for staff allergies Make sure to set aside and label food for evening cleaning staff or all the food will be gone. Better to label with names for all staff 	<ul style="list-style-type: none"> J. Pare to share her notes for staff appreciation for next year.

Subject/Agenda Item	Summary of Discussion	Follow up (What is to be done by whom/when)
	<ul style="list-style-type: none"> • E.g. cookies • Include people on leave and have extras. • Bouquets for office staff • Hand delivered to their desks • Bring office staff snacks. 	
Yearbook	<ul style="list-style-type: none"> • A suggestion was made to contribute funds to the yearbook. • Yearbooks arrive in October • Grade 8s from this year will need to come back to pick up. 	
Principal's report	<ul style="list-style-type: none"> • Emergency exercise went well. • Band trip coming up. • Band concert next week. • Some other events coming up: • School trips • Bike trip • Track and field • Staffing: • Mr. Melnyk is retiring from RA after 39 years in the building. • Mrs. Toews is retiring. • Other staff will be returning from leave next year. • Some staff transferring to other schools for next year. • There are two positions to fill, including a 0.5 in math and literacy support • T. Stoesz will be going on leave within the next month. • We discussed a banner/pennant that may hang from the ceiling in the gym, or a metal plaque on a bench outdoors on the school grounds to honour Mr. Melnyk's retirement. • A retirement gift for Mrs. Toews had not yet been decided on during our meeting 	<ul style="list-style-type: none"> • J. Pare to look into pricing/details with one of the trophy companies for Mr. Melnyk's retirement. • J. Pare to make copies of some of the treasurer documentation for L. Minuk. • T. Enns Coe to provide copy of PAC flyer from last year.

Subject/Agenda Item	Summary of Discussion	Follow up (What is to be done by whom/when)
	<ul style="list-style-type: none"> • A. Maharaj said the staff will do something social for her. • PAC may hear back from her (or Mr. Stoesz) on how PAC may add to that (or gift) when we know if/how much remaining \$ PAC still has. • Next year's school wide open house/bbq for 2017/2018 will likely be 2nd week of September, possibly the 13th (Wednesday). • Typically the leadership club will man a PAC table with a flyer with some catchy wording, geared toward recruiting new members. • T. Enns Coe may still have a copy of it, or we can come up with a new idea. • Because open house is so early in the year, those of us on PAC will likely need to stay in touch between now and summer to design that flyer. • Treasurer position: L. Minuk inquired about some of the duties and forms. 	
Future meeting dates	<ul style="list-style-type: none"> • Next meeting date-not yet set, but should/could be set early in order to get the farm to school program running on Sept 11 	<ul style="list-style-type: none"> • A. Maharaj or T. Stoesz to set the next meeting date.