

PAC General Meeting

October 19th, 2022

7:00 pm to 8:30 pm | In person in the Library at Cascade Heights

bea

Meeting Minutes

Present: Beatrice (Co-Chair); Vivian (Co-Chair); Caitlin (Treasurer); Mr. F. DeVita (Principal); Ms. C. Brophy (Head Teacher); Charmaine (Fundraising), Satinder, Lorenn, Yarel (sp?), Zara, Christine (Hot Lunch) (Parents).

1. Approval of Minutes from September PAC Meeting – tabled until November meeting.
2. Principal's Report – As presented by Mr. F. DeVita (please see attached report)
 - Follow up discussion from Principal's Report
 - Pancake Breakfast – Retired firefighters are unable to participate this year, so we need to find someone/a new group to assist
 - Need to find a Santa and PAC to consider buying a Santa suit
 - Santa can potentially give out wrapped books
3. Head Teacher's Report
4. Swear in the new Treasurer Caitlin McKee and Co-Chair Vivian Pang
 - Vivian Pang nominated for Co-Chair by Beatrice, seconded by Charmaine. All in Favour.
 - Caitlin McKee nominated for Treasurer by Beatrice, seconded by Yarel. All in Favour.
5. Fundraising
 - a) Purdy's – as presented by Charmaine.
 - i. There will be no hard brochure for the Purdy's fundraiser, instead a link and QR code will be available
 - ii. There will be notices printed and distributed to the students
 - iii. Pickup of order: Ceri and Charmaine can help put orders together, label, and give to each division for distribution
 - iv. Action item: Caitlin to find total revenue from Purdy's fundraiser for 22/23 school year.
 - v. Chocolates will be available on December 12th, 2022
 - vi. Deadline for ordering will be the last week of November
 - b) Hot lunch – as presented by Christine Lee
 - i. There will be four lunches this fall
 - ii. Currently there are 91 orders in, and the PAC retains 12% profits
 - iii. Action Item: Christine will check in with Courtney Eastman regarding refunds and cancelling, etc.
 - iv. In the past, Susan made a payment to Fuel, and the PAC paid the school
 - v. PAC will stay with Fuel this year, and explore other options next year

6. DPAC Report

- a. DPAC rep needed from each school to attend DPAC meetings once a month on Zoom and report back to the PaC
 - b. Seven (7) DPAC meetings over the year
 - c. Lorena will attend the November meeting
 - d. DPAC Summit (Richmond, November 18-19)
 - i. Lorena will attend as the Cascade Heights representative
7. Treasurer's Report
- a. Action Item: Caitlin to create and submit an updated draft budget to the PAC in the next week, still need access to online banking information
8. Halloween Pizza Day
- a. PAC will provide pizza for the school and staff on Halloween
9. Pancakes with Santa
- a. See notes above under Principal's report
10. New Business:
- a. We will be adding 3 new committees to the PAC these include:
 - i. Fundraiser Committee
 - ii. Hot Lunch Committee
 - iii. Events Committee

Need to create a Grade 7 parent committee for fundraising and a separate parent committee for French immersion students

Quebec Trip – may not happen due to the current high cost of travel and it is within 2 weeks of the Grade 7 camp.

Special Field Trips (anything considered high risk) – need to get special permissions from the district/school board. Must be done 30 days before the trip.

11. Future Meetings
- a. Beatrice motioned to move PAC meetings to every 2nd Wednesday, Vivian seconded the motion. All in favour.
 - b. Vivian made a motion to move all meetings to in-person moving forward, Lorena seconded. All in favour.

12. Adjournment: 8:40 PM

Next Meeting Date: November 9, 2022.

October 19th PAC meeting – Principal's Report

October

3rd Cross country awards meet...One grade 7 first place

4&5th Parent teacher intakes

19th individual photo day

21st provincial pro d

27th Div 1,2,3 go bowling

31st Halloween

November

2nd OWL visit Div 9

8th Div 12 to Burnaby Lake wildlife center

10th Remembrance Day assembly

11th Remembrance Day no school

17th Div 19 & 20 to planetarium

18th Burnaby Art Gallery Div 12,13,14 (onsite)

Week of the 28th YPC day to be determined

25th Pro D

Ongoing

Grade 6/7 volley ball Boys practice Mondays @ lunch games on Tuesday after school , Girls practice Wednesday at lunch games Thursday after school