

Annual General Meeting

May 17, 2023
7:00pm-8:30pm

Attendees: Mr. Devita, Ms. Brophy, Christine L., Lorena, Vivian P, Missy D., Sandra R., Beatrice D., Charmaine G, Michelle L

Agenda:

1. Approval of minutes
 2. Principal's report
 3. Head Teacher's Report
 4. Financial Report
 5. PAC executive positions
 6. Mogiana Coffee's Love your Library Fundraiser
 7. Family Movie Night #2
 8. Sports Day Lunches
 9. Year End Family Picnic
 10. Staff/Parent appreciation lunch
 11. New Business
 12. Action Items
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1. Approval of minutes from April 12, 2023 - APPROVED
 2. Principal's Report by Mr. Devita
 - Sports day Friday, ends approx 1:30-2pm
 - May 26/27th Grade 7 Camp
 - June 6th is Welcome to our School (for new kindergarteners)
 - June 14th is Teacher/Volunteer Appreciation Lunch
 - June 22nd Kits beach field trip for grades 2-3
 - June 29th is last day of school, dismissal at 10am
 3. Head Teacher's Report by Ms. Brophy
 - Nothing to report other than she will moving to Forest Grove next school year for Principal position
 4. Financial Report
 - Gaming account \$ 6500 with 1 invoice for new swing outstanding, this should be the last invoice
 - For gaming grant, we have 24 months to use the funds, field trip funds have already been provided to the school (tracked and managed by Courtney)

- Operating account has \$21000. After all promised expenses, we will have \$1700 remaining for the new school year (excludes upcoming fundraising activities)
 - We will still need to contribute to costs of teacher appreciation (approx \$500-700)
 - Revenue ideas for Sept to Dec are welcome back BBQ, hot dog/popcorn sales, movie night, samosa drive, Purdy's holiday campaign
5. PAC Committee Chair members
- Arvind G. voted by proxy to PAC Chair position - unanimously voted
 - Michelle will take on the Events/Fundraiser position - unanimously voted
 - Sandra will take on DPAC position - unanimously voted
 - Vivian P will take on Hot Lunch Coordinator position - unanimously voted
6. Mogiana's Love your Library Fundraiser
- Total gross revenue was \$1450 in sales
 - School will receive \$362 dollars of these sales to purchase books for library
7. Family Movie Night #2
- Profited \$255, this money ear-marked for gym AV system
 - For next time, we need to keep an eye on the kids, PAC needs to monitor the gym and stop movie and turn on lights if crowd becomes unruly
 - Beatrice will donate a book of Disney DVDs to the school
8. Sports Day
- 220 meals pre-ordered on Munchalunch
 - 100 extra hot dogs will be available for onsite sales
 - Christine will print out reports for each Division for hot dog classroom distribution
 - For onsite sales, need float and cashier
9. Year End Picnic
- Poster will be made by Beatrice for next Monday, include details such as Rabittats, BYO games/activities (badminton, bocce, picnic blankets)
 - Journal entry about family picnic
 - We will have no volunteers from Moscrop unfortunately
 - Self service tattoo station, selfie backdrop
 - Beatrice will coordinate a craft table
 - Vivian will coordinate paper airplane contest
 - Lorena will make Cascade Heights hats and mugs to use as prizes
 - Toonie Toss - will have to be manned, ticket for draw will be given to those who make it into the pot (need 50/50 tickets)
 - Cascades provided a brand new drone that will be given as prize for toonie toss winners

- Munchalunch will have attendance count
- Food truck pre-orders to begin ASAP and run until May 29th. Tickets to be printed out and picked up by attendees

10. Staff/Volunteer Appreciation Lunch

- Approx 50-60 teachers, another 40 parent volunteers, so plan for total 100 attendees
- Vivian to look up possible vendors
- Set up SchoolCashOnline for parent donations
- Students to create thank you banner for the teachers at the Year End Picnic - Ms. Brophy and Beatrice

11. New business

- Child minding will continue for PAC meetings, and will be paid by PAC
- Meetings will continue to be held in person, going into Sept
- What day of the week would best to hold PAC meetings? - TBD.
- Snack Program local BC Fruits and Veges - Vivian would like to be involved with this and will get info on this, FoodSafe certified parents will be needed to wash, sort and distribute; Foods may come in on Wed, for Friday distribution
- Milk Program - will look into this, Save On sells milk 0.90-0.98 cents per carton, could be done with hot dog days
- We need CPAF member- check with Arvind if she knows who would be interested

12. Action Items

- Vivian P. to look into school food donations from Costco
- Vivian P. will look into Snack Program and milk program eligibility
- PAC meeting to be planned by Beatrice for July (wrap up party) and August (to prepare for next year)
- Students to create thank you banner for the teachers at the Year End Picnic - Ms. Brophy and Beatrice
- Charmaine will pursue 50/50 tickets for the Toonie toss from Courtney
- Charmaine will look into getting community policing at family picnic event
- Next meeting will be online on May 24th to finalize details for June events

Meeting adjourned at 8:30pm