Lynn Valley Elementary PAC

PAC – Minutes

19th September 2023 / 7pm-8.30pm LVE library

Started 7:03

**1. PAC Administration (Chair)**

**a. Land acknowledgement**

**b. Review/Accept June mtg mins – Taylor motioned to accept, Carol Seconded, motion carried**

**c. PAC executive vacant positions**

* Communications Director (Caroline) has had to step down – main role is managing the PAC website (Facebook and Instagram now managed by Cory)
* Programs Chair is also vacant
* Please reach out to Esme if you have any questions about either role

**d. Tree watering**

* + Lots of families helped out this year – thank you!
  + The trees will need to watering next year so PAC may need budget to replace some of the hoses

**e. Class Reps**

* + Main role of the reps is organizing teacher gifts
  + Class List / Social Directory is live – Thank you Andrea for setting this up
  + 10 / 16 classes have volunteers for class reps
  + Lots of people have indicated they are able to volunteer for specific events

**2. School Admin (Principal)**

**a. Admin report (Susan Teegen)**

* Also joining us, Mr. Haller, Ms Montgomery, Ms. Sherrill.
* A number of new teachers this year
* LVE is fully staffed as of last week!
* Food access budget has increased from $200 to $300
* There is always food in the office as needed by the children
* Fruit and Veggie program is also in place – possibility of having Gr. 3 students deliver the baskets to each classroom, Esme will reach out to previous volunteers as they are still needed
* Student Forms have been sent home with students
* Volunteer forms have also been sent out – the criminal record checks is only required if only alone the kids (ex. Driving)
* Ms. Teegen will meet with volunteers to go through confidentiality
* **Extension**
  + - The start of the extension is estimated to start in 10 months (End of June)
    - Outdoor nature space is going to be installed, there is a proposal for a Welcome Pole
    - School would need PAC financial support for the carving of the pole (to be discussed at a later meeting, pole would be carved on site)
    - There is a possibility of exploring various grants to pay for the Welcome Pole.
    - Construction should be completed September 2026
    - Ms. Teegen will check to see when she can share pictures of the plans.
  + Student volunteers – lots of opportunity to give back
  + Grade 5 students can deliver hot lunches, Grade 7 students can be lunch monitors, and Ms. Teegen looking to put together a group to do school announcements
  + Fall Sports are starting up (Cross Country, Basketball)
  + Projectors are being installed in ten classrooms
  + Library improvements that PAC / Grade 7 gift funded are in place – just waiting for a shelf – in the process of that being delivered
  + Sensory Room is being updated – supported by PAC
  + Harvest House – Mr Tozer, collecting food, more information to come
  + Emergency contact representative – need to look at the supplies in the container (Volunteer should be available during work hours)
* School plan is an ongoing process –planning will first start at the school level and then parents and students will be involved. The first meeting is next week.
* Ms. Teegen has put in a work order for drainage and repainting of the Four Square lines, and installing the rainbow bench.
* Concerns raised about the distribution into new class groups from an assembly – unpleasant experience for some of the kids – Ms. Teegen is open to feedback and will bring this back to the teachers and their debrief meeting.
* Any kind of performances by the children (ex: Holiday concert / play) are in limbo as new Fine Arts teacher coming in November

**3. Treasurer Report  Elaine and Alex**

**a. Financial status**

* $43,000 in account, gaming account has $7,200 which will be around $15,000 once this year’s gaming grants are distributed

**b. Gaming filing** (year end / 31st Aug 2023)

c. Change bank signers at Blue Shore

* Alex, Elaine and Esme will all need to go to the bank together to change the signing authority
* Jessica will be removed and Elaine added

**4. Events (Social Chair)  Carol & Nicole**

**a. Pancake Breakfast  tomorrow**

* Andrea’s husband is a caterer and will be preparing all the food – thank you!
* Volunteers are still welcome
* Happening rain or shine

**b. Mix & Mingle**

* Parent and staff event – Oct 3rd at Brown’s Social House
* $15 / parent
* Door Prizes

**c. Fall Family Fun Night**

* + - Oct 19th or 26th – will need to decide soon to book the gym
    - No pumpkin decorating this year
    - Suggestion that the classes could make a pumpkin decoration instead
    - Grade 7 will sell pizza and drinks again as a fundraiser

**5. Fundraising**

**a. Hot Lunch**

* Hot lunch – registration ends on Sunday, there will be another registration in January
* Survey will go out in December to get input about the suppliers
* Costs have gone up this year due to inflation. As this is our largest fundraiser, we still need to make some profit. To offset the increased prices, Cobbs has been added to more lunches to provide some less expensive options
* Students will help deliver lunches this year so we will only need about three volunteers a week
* Pizza box breakdown will be its own separate thing so volunteers do not need to wait around
* Mackenzie is also a co-coordinator for Hot Lunch

**b. Student Affordability fund no longer widely available for hot lunch**

* There is not the same funding as last year
* PAC wants to be inclusive as possible
* PAC will delegate to the school admin around decisions around if a family needs support.
* $1000 bursary available to help support families – PAC will not ask what it was used for
* PAC and school will find ways to get tickets to events (like Pancake Breakfast / Fall Fest) in a discrete manner. Idea of giving school tickets ahead of time so they can pass them on to families.

**c. Fundraising Goals**

* Will get LVE on a bunch of passive lists (ex: Cobb’s) where you mention the school and then a percentage of the sale goes to the school
* We want to have a goal in mind for fundraising as people will be more engaged
* Will ask teachers / parents/ students to think big about ideas to fundraise towards (ex: playground upgrades)

**6. Any other business (all)**

**Card Project (Sally Plummer)**

* Information out to the teachers, teachers are already working on art, Oct 13th is when the art is due.
* Thank you to the teachers and Sally

**North Shore Safety Council**

* 5th Oct 2023 / 12 noon: supporting PACs
* Taylor and Andrea will attend – thank you !

**North Van PAC**

* Our information has been added,
* We will also register with BCC PAC, registration costs $75 (which will be reimbursed)
* Carol motioned to approve spending $75, seconded by Taylor, motion carried

**Walled tents / quote & purchase**

* Sandbags will also be purchased
* Decided to purchase two tents and walls for the existing tents

**Bike Week / Hop On (Grade 4/5)**

* Fee for the program has increase to $2200  from $1000
* Group agreed this is worth paying the increase
* Safety counsel can teach biking and rules to the to younger grades for free – will look into this closer to Bike Week (Nicole Walker has a contact)

**Grade 7 Grad Committee**

* not formally a PAC group, rather separate committee which PAC will collaborate with and support where appropriate
* Anyone who wants to join can connect with Esme or Carol (has a Grade 7 student)

**After School Programing Potential**

* Programing available through Lights Up
* School can work to accommodate a room – Ms Teegen will look into it

**Other:**

* School Streets: Movement in various committees to open up streets for kids to play on surrounding the school to encourage active transport, - more information will be gathered
* Question if PAC would fund booklets for students participating in the entrepreneurial fair ($4/book)
* Yes, there is a possibility this funding coming out of the field trip money ($20 / child). This will happen in March so can be a later discussion
* Home Safe Program – could be run as a as a fundraiser on a Pro-D day
  + Could be run twice if interest
* IDEA: Karen Magnussen may be able to run Pro-D Camps out of the LVE gym, school gets a small amount money from of each enrollment
* Grade 5’s do have a First Aid course that PAC funds

7. Adjourn: Next meeting 17 October 2023

Motion made to adjourn at 8:39

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