

Minutes of Whiteside Elementary School PAC

Wednesday, September 25th, 2019 in the Whiteside Library

Attendees : Pam Essex (Principal), Valerie Pollock (Librarian), Erin Mah (Co-Chair), Diana Redman (Co-Chair), Puneet Jain (Secretary), Brandi Snow (Treasurer), Jon Snow, Stacey Wong, Johnny Ahmed, Raveena, Priya, Arjit Nigam, Brenda Geib, Sandeep Bhullar, Tasneem Damji, Messaoud Zazoua.

1. Welcome and Introductions – Erin

Introductions were made of PAC Executive for 2019 /20:

- Diana Redman (Co-Chair / Hot Lunch Coordinator / Early Warning Coordinator)
- Erin Mah (Co-Chair)
- Puneet Jain (Secretary)
- Brandi Snow (Treasurer)
- CC Chang (Fundraising Coordinator)
- Anne-Marie Olmstead-Wilcox

Brenda Geib was thanked for 3 years of her time as secretary and class parents coordination.

2. Review and approval of June 2019 Minutes

- **Motion: Approve June minutes as presented.**
Moved : Erin, seconded :Brandi. Motion carried. No one opposed.

3. School Administrators' Report—Pamela Essex, Interim Principal

- So happy to see everyone here
- Pamela is very open, please communicate with her. Great to attend these meetings to hear things firsthand. Thanked PAC members for their time. Focus for the year on building up our community, contributing to our community, and practicing a growth mindset.
- Pam has the teacher's wish lists, which will be discussed at the October meeting.
- Mme Pollack, Resource Teacher would like PAC's assistance in purchasing new book shelves as the ones she has are getting old and she needs something that is more mobile. She noted that they are \$2400 each and that the school will fund some, but would like some support from the PAC.
 - Motion: Budget for \$3000 for book shelves for the Resource centre**
 - Moved: Erin; Seconded: Puneet; Motion carried. No one opposed**

4. Meet the teacher night - Erin

- Event seemed well attended but not as much participation or orders for food. We pay for teacher's meals so and aim to break even.
- Brandi noted that we will likely either break even and likely be negative for the event once the numbers are completed

FEEDBACK:

- Teachers comments (Pamela Essex) - Teachers want the parents to know that this time is just to meet the teacher and see the classroom. It is not a time to discuss student learning.
- Parents comments (Stacey Wong) - Some parents didn't make it to both classrooms as there wasn't adequate signage stating that classroom time was 6 - 6:30 pm and teacher introductions are in the gym at 6:30. Need to have better communication about the times.

5. Treasurer report - Brandi

- Brandi presented the budget proposal for the coming year and further to the request for money from Mme Pollack we upped our proposed support for her to \$3000.
- We have budgeted \$5000 from last year for the outdoor classroom but we are waiting to hear from Admin if they have sent in the grant request to TD and if they still need our funds. If they don't we will look at the budget again and reallocate that money for something else.
- Brandi proposed that the PAC up classroom funds from \$150 per division / resource teacher to \$200 and to provide an extra \$50 to each class for outdoor equipment.
- Brandi proposed to raise the field trip allowance from \$5 to \$10 per child from the gaming account
- Brandi also noted that one of the scholarship recipients from last year didn't collect so that money is still sitting in our account.
- As of July 1st, 2019 we have \$20,914.79 in our General account and \$9,699 in our Gaming account. Our Treasurer always likes to keep a minimum balance of roughly \$8000 for the next school year to overcome any rolling expenses for the next school year. All the statements have been attached for reference.

Motion to approve the 2019-2020 budget

- **Motion to increase the library technology from \$1000 to \$3000. Motion forwarded by Puneet and Erin, seconded by Brandi.**
- **Motion to approve the budget as proposed with the above adjustments by Erin, seconded by Puneet. All agreed no one opposed.**
- **Motion to approve the budget for Gaming account, motioned by Erin and seconded by Puneet Jain. All approved, none opposed.**

6. Fundraising Report / Proposals for 2019 /20: (Erin for CC)

- CC proposed to send out packages October 12th to students and via email to parents. Proposal for Gift Cards, Purdy's, possibly Mom's pantry as well as wolf wear. We will open November 1st and close orders November 29 (dates still in discussion) and the proposed pick up dates will be from Dec 11 to 13 (dates still need to be finalized) we will send out more information in October.
- Discussion about running a gift card fundraiser in the Spring: No conclusion. The only orders last year were from PAC members and that it's a lot of work to do at the same time as the raffle. We will discuss it again in October and come up with a decision for CC.
- Spring Raffle - We would like to run it for 6 weeks in the Spring From March 2nd to April 10th. CC will organize volunteers and

7. Hot lunch and Early Warning (Diana)

- We changed the pizza partner to Panago. Added few new items on Munchalunch. The margins have increased and we are noticing the quality difference as well.
- Need more parents to volunteer. Will need about half an hour of time. If you are interested, please email whitesidepac@hotmail.com
- Need parents to help with Early warning calls. If interested, please email whitesidepac@hotmail.com
- Diana also mentioned that Mme Pollack needs assistance stocking shelves in the library. Need about half an hour to one hour a week. Please connect with Mme Valerie Pollock if interested.
- Diana has current food safe and she will ask Menhaz (other Hot Lunch Coordinator) if she would like to take the course offered and paid for by the RDPA

8. RDPA - Brandi

- The first RDPA meeting isn't until October 1st so we will have more info after that.

9. Halloween party - Erin

- Discussion regarding proposed dates. Original date is a Pro D day and the entire week before is leadership so would be difficult to organize and decorate. Proposed Oct 30th.
- Diana will ask Erika to book the gym for the evening
- Planning meeting will be Oct 1st at 6:30 in the school library
- Erin noted that if we don't get enough volunteers we will have to change the evening into a movie night.
- We will have an online sign-up for volunteers similar to what we did for Spring Fair, available October 1st.
- Puneet and Johnny to post to social media ASAP.

10. Treat days - Puneet

- Treat days are special treat days, they used to be done once a month on Fridays. Since the start of the school year we have been organizing it every Friday. We have noticed a huge increase in our PACs treat sales. We have almost met the budgeted funds raised for the first term already.
- Puneet's mother-in-law helps out in the concession. She has food safe. Diana also has food safe, who is usually there to help.
- We are hoping to find some healthy snacks for the kids, but have seen in the past sales that chips and freezies sell the most. Puneet is looking for other healthy choices.
- This week Cobs break has offered to support the school and will donate goodies for Friday. Puneet is unsure of the amount of goodies expected. Erin will bake cookies also for sale.
- Tasneem noted that her son (Grade 6 EFI) would be interested in baking and selling cookies to assist the PAC. Puneet will discuss with her.

11. Other :

- Question for Admin: Why the Grad 6 Spring field trip has moved to a more expensive location than in past years. Parents noticed that it is double what other camps charge and seems to offer all the same activities. Pamela (Principal) will look in to that and will get back in the next meeting.
- Parent asked about Grad for Grade 7 students. Brenda provided an outline of the event in the past and noted that this is not a PAC event. It's organized by Grade 7 Parents and assistance is provided by Grade 6 parents. Brenda also noted Grad classes often purchase a legacy gift / donation for the school. Example provided was one of the water filling stations. Brenda also noted that the last movie night of the school year is offered by the PAC as a fundraiser for the Grad class. Grads run the event and choose the movie and all profits go toward their grad.

Next PAC meeting Oct 16th, 2019