



MINUTES

Date: September 11, 2019 **Time:** 6:30pm
Location: Neil Campbell School Library
Present: Cortney Pachet Erin Wright
 Erica Mahood Lisa Panciera
 Barbie Sweeney Heidi Gutierrez
 Christi Qua Erin Miron
 Carla Antoniuk Londa Cunnington
 Erin Jordan (Recorder) Mme. Dufort
 Amanda Scaletta

Regrets: Jacqueline Shortridge

1. Call To Order

6:30pm

2. Welcome

Cortney welcomed new and existing members to meeting. Introductions were made

3. Approval of minutes from June 12 , 2019 – All

No changes.

4. Additions to the agenda – All

No additions.

5. Chair Persons Report – Cortney Pachet

Membership to MAPC has been paid by the division (as is the norm). The Executive Director has retired and a member of the board, Brenda Brazeau has stepped in as interim Executive Director. We do not have a lot of involvement with MAPC due to the fact that we have a very strong PAC and a great relationship with the admin staff. Cortney does however receive newsletters and if anyone is interested she can forward them on.

We need to get the fundraisers finalized and submitted to the division, they must be in by September 30th. Once the list is established we cannot add to it, however we do not have to do all of the fundraisers we have listed.

Cortney will be attending the October staff meeting and will discuss the PAC plans for the year. If anyone has anything they'd like to bring forward please let her know and she can discuss it then.

Cortney and Jacqueline have been working on drafting a letter to all parents advising that Hot Lunch will not be happening this year, due to a lack of support on running the program, the decision was made last year by PAC to not continue this year going forward. There may be the potential for a snack day later in the year but will not be planning any hot lunches.



NEIL CAMPBELL PAC

Cortney will circulate the letter to the executive council members to view before having it sent to parents.

In November we will review the PAC Constitution. This highlights the PAC policies and will be circulated to all members.

Illegal parking and stopping before and after school is a major safety concern. There were cones purchased by PAC at one time however they have gone missing. Christi has contacted 311 to enquire about getting the no parking/no stopping signs updated; however this has been an ongoing issue. Getting parking authority to come and issue tickets seems to stop things for a couple weeks, but then things get better, parking authority stops coming, and the illegal parking/stopping starts back up again. Issue unresolved, open to suggestions

6. Treasurer's Report

Current general account balance: \$5527.91

June was an expensive month with retirements, teacher departures, year end party expenses and field day expenses. PAC made a couple larger purchases on items that can be used moving forward that will end up saving costs (Sun Canopy and Party Rocker)

Pickle Ball Equipment was deferred to September and a new request and quotes will need to be submitted if the equipment is still wanted

Hot Lunch Account Closing Balance \$178.33

There are still some MUNCHALUNCH accounts in arrears that need to be resolved.

Playground Account at \$377.75

7. Administrator's Report

Principals Report

Great start to the school year, lots of new staff and the new teachers and existing teachers are all gelling well.

School Improvements

Construction on the heating system is going very well. They were able to complete everything in the gym super quick to get the gym ready for elections. Within the next two weeks all of the construction above ground will be completed and they will be finishing in the crawl space.

School Events

Everyone is invited to the open house next week on Wednesday September 18th, at 6:30-7:30. Had a very good start to the year and we're looking forward to meeting all the families.

Upcoming School Activities

Cross-Country club for grades 3-5 has begun. We will be attending the divisional run on September 24th at Bird's Hill Park

Picture day is on September 26



NEIL CAMPBELL PAC

Terry Fox Walk is on September 30th

We will continue to publish a school newsletter every two months. The first newsletter will be published at the end of October.

The current (discount card) fundraiser is due by September 29th. We will be using the funds for gym equipment, expensive craft supplies, etc.

We still need to hire a new Teacher Librarian, and as a result will not be having a June book fair.

The Dunk Tank is no longer possible for future field days, as a result of the heating system upgrade the outside door to the boiler room where we had access to the water has been closed up.

We have the new benches but will wait until after winter to replace them.

8. Committee Reports

8.1 Spirit

Movie Night

Will be on September 27th. We are unable to use Netflix, DVD's any sort of streaming service not authorized due to copyright law. The division has an account with criterion on demand and we must choose a movie from that service. The students were given a vote and Detective Pikachu was the winner by a large margin.

Halloween

Will be having a Halloween dance this year on October 18th, and using the Party Rocker purchased in June instead of a DJ. Will also look at booking the Giant Games lady to come for an additional activity for those who want to come but don't enjoy dancing. Concession will be chips instead of popcorn.

Action Item: Erica will connect with Giant Games contact to enquire about booking for dance

9. New Business

Meet the Teacher Night

Snacks, will probably purchase fruit snacks/gummies

If the weather is good will set up canopy at the front of the school to greet/welcome families as they arrive

Looking into next year possibly having a BBQ or Pizza

Funding Requests

Teachers who are interested in accessing PAC funds must fill out a funding request form.

The form asks for things such as: name of project, teachers name, number of students impacted, details of the request, why it is necessary, when it's needed by and how can the PAC support this project. They must also include costs with quotes if applicable.

These forms are used to track the request, and ensure they're not duplicated

Currently there are no funding requests pending.



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Field Trips

Last year the decision was made by PAC to no longer fund field trip costs or bussing.

Fundraisers

Bothwell and Tenderloin Fundraiser is planned for November, pick up date will be before Grey Cup (Thursday November 21st, same night as student led conferences)

Will do a raffle for front row seats and a parking spot at the Christmas Concert and Spring Musical. Prize will be 4 front row seats and 1 parking spot.

Will also do a 50/50 draw at both the Christmas Concert and Spring Musical.

Will do a combined Booster Juice/Kernels Popcorn fundraiser in spring. Will include the entire school with the Kernels fundraiser this year. Grade 5 earnings will go towards their camp and the rest of the school to the general pot.

Bothwell and Tenderloin will be done again in the second half of the year with pick up before May Long weekend.

Action Item: Cortney will apply for the raffle license and apply to booster juice for their fundraising program

10. Next Meeting

Wednesday October 9, 2019 at 6:30pm. Babysitting will be provided.

11. Adjournment

Meeting adjourned at 7:39pm

12. Attachments to Meeting Minutes

None