GENERAL BROCK PAC

Meeting Minutes

October 27, 2022

**Opening:**

Sarah commenced the meeting at 7:00 via ZOOM.

**Present:** 34 in attendance.

!. Introductions, Mission Statement, and Goals

* Reviewed PAC mission statement.
* Goal: To raise 45K and spend it on student, PAC and teacher-led initiatives
* Next meeting Nov. 24
* Motion 1: Minutes from last meetings approved

2. Reports

1. Chair Report (Sarah Dumont)
2. Pumpkin Patch
   * It was a big success.
   * Big thanks to Nesters and Ian Bond. And all the other parents who helped set up.
   * Do we want to do this next year? It was sponsored by Nesters. It’s expensive and hard to make it happen. We will revisit this conversation.
3. “Helpy”/Parent of the Month Award!
   * Parent of the month goes to Ian Bond.
   * Close runners up Steph Clark and Jon Morris.
   * Also, thanks so Desirae Salmas and Mia Thomsett for picking up and delivering the teacher dinner on parent-teacher conference night. And to Sami Wall for picking up and delivering the teacher morning coffee.
4. Principal Report (Hope Sterling)
5. Thank you for all your help with the pumpkin patch
6. Sports- we’ve got cross country and soccer. Kids are doing amazing and thanks to all the staff who coach. Volleyball is next!
7. Battery drive- we brought in 20 boxes! We won a free performance, and we might be in the running for the cash prize.
8. Zero hero- great show today! Really fun. Ian and Sarah were really impressed with the kids at Brock. Great group of kids!
9. Halloween on Monday! There will be an assembly. There will be a little parade to see costumes. We will meet our new mascot. We will hear our school song! Lambchop will make an appearance. No weapons, no super scary costumes, masks should have large eye openings, so students don’t trip, and no nuts at school. Halloween tips for trick or treating.
10. Remembrance Day is coming up. Legal responsibility that we have an assembly. It will be Thursday November 10th, almost 11:00. Hope got in touch with military people, and she has some great videos from them.
11. Winter Concert will be on Thursday December 15th. Classes will be performing. There will be dress rehearsals during the day and parents can come watch the concert in the evening.
12. Earthquake Drill- Oct 20 was the great BC shakeout. We would like all families to put a plan in place to prepare for natural disaster.
13. Staffing- welcome to Jennifer Harrrison (Jan 5, 2023)
14. Ready Bodies Learning Minds- It is now set up. When our bodies are moving, we can retain more information. It’s a motor-lab. A task-oriented circuit. Wake up the brain and body. Calm the brain and body. How to regulate and dysregulate to learn how to self-regulate. The biggest predictor of success in life! Social-emotional learning.
15. Conferences- Nov. 1 and 2. All times should have been confirmed. These meetings help staff get a fuller picture of who their students are as learners and people.
16. Recess and Lunch Time- recess is 20 min. 10:50-11:10. Lunch break is 12:05 they go out to play and 12:32 they go in the eat in respectable lunchrooms.
17. After School Programs- starting out with School’s Out, Mindfulness, Yoga and Dance.
18. Important November Dates.
19. Q+A

* Sarah gave a big thanks to Hope for finding so many great options for after-school care.

1. Finance (Scott for Kam)
2. Current Cash:
   * Opening Balance: $43,095
   * Direct Drive raised $29,010
   * Received a Gaming Grant for $5,060
   * Total Funds Raised: $34,070
   * Expenses $4,432
   * Total Cash: $72,733
3. Uncommitted Funds:
   * Net Cash: $72,733
   * Remaining spending for the year that has been approved: $45,000
   * Uncommitted funds: $27,733
4. Fundraising (Scott for Erin)
5. Direct Drive
   * We raised $29,010 on a goal of 30K
   * More than 16% increase over last year’s number
   * Very big thanks to everyone who donated.
   * Really successful initiative.
6. Grants
   * BC Gaming Grant approved for $5,060
   * Thanks to Mike Kerfoot for completing this successful grant last year!
   * Action item: PAC- add grant deadline to PAC calendar.
7. Gala
   * Steph Hawkins nominated as Gala chair. Goal is to raise 10K. Committee meeting Nov. 9.
8. Next Up: Parent/Teacher interview night and morning coffee
9. Class Parents (Noni)
   * All classes have class parents
   * It is purposeful that you are getting messages from multiple people.
   * “Class Parent of the Month”- Christina Lam for organizing kindy mom and dad meet ups and Meghan Hughes for organizing div 3 parent meet-up.
   * Survey Results- 95 people responded
     + People prefer online to in-person.
     + People prefer 7:00 to 6:30
     + People like to keep it to an hour- short and sweet!
10. Communications (Carrie)

* Could really use another person on the communications team.
* We have doubled our parent contact list
* Class parent forms provided us with a lot of information for who wants to get involved. 92 parents are interested in helping!

1. Hot Lunch (Sarah for Krista and Pam)
2. Positives:
   * Parents are happy!
   * Additional revenue
   * New platform is easy to use
3. Negatives:
   * Not enough volunteer support- this is a serious issue.
   * We cannot continue if we don’t get them more help.
4. Volunteers Needed!
   * One idea that is not yet implemented (just a conversation so far) but if you use hot lunch you need to volunteer once a term.
   * Looking for 2 additional hot lunch coordinators to help with on-site duties and volunteer coordination.
   * They laid out 3 options for future hot lunch solutions.
     + Option 1: Continue with twice a week hot lunch schedule.
     + Option 2: Scale back hot lunch to once a week.
     + No regular hot lunch days
   * Hot lunch is great! We just need to streamline the process.
5. Pizza Day!
   * It was well-received in the survey.
   * Want to try it on proposed dates: Nov 18 and Dec 9
6. Business (Scott)
7. Top Priority Spending (Oct 2022 Survey)
   * Looking at finances in two categories: annual recurring and new/variable
8. Annual expenditures: library, sports equipment, music, classroom funds (250 instead of 200), field trips, Tupper scholarship, grade 7 grad, PAC events, coffee and lunches for teachers. TOTAL: $17,500.
9. Potential Variable Expenses: Saleema Noon, science material upgrades, gymnastics (schoolwide 3-week program), library additional budget, school wide performances, technology. TOTAL PROPOSED TOTAL: $27,500
   * When added to the annual expenses, gets us to $45K for the year
10. Voting
    * Motion 2: Move to approve the expenditures as listed for “annual recurring expenses”. Approved
    * Motion 3: Move to approve the expenditures as listed for “potential variable expenses”. Approved.
    * Motion 4: Move to open nominations for Gala ’23 chair. Nominate Stephanie Hawkins. Approved.
11. New Business (Sarah)
12. Book Bags
    * Ms. Doran sent in a request for book bags to protect the library books.
    * We will use from K-3
    * Families own the bag and then can keep or donate.
    * We have 111 primary students. $11.50 each.
    * Would like to order extra- 120. So, a total of $1,545.60. Consider adding 30 bags for next year’s kindergarten class, which would make it $1,932.
    * Something to think about. We are getting them regardless. Either PAC will pay, or it will be an added expense on School Cash online. Do we want to allot another $2000? We can afford it… do we want to do it? Maybe we’ll put it in the survey.

**Next Meeting:** TBD

**Adjournment:** Scott adjourned the meeting at 8:20pm.

**Minutes Submitted By:** Sami Wall

Great meeting, everyone! ☺