

Pierre Elliott Trudeau Elementary School
Parent Advisory Committee (PAC)
449 E 62nd Ave.
Vancouver, BC V5X 2G2

Co-Chair: Arshiya Ambareen

Sharon Feldman

Co Secretary: Alice Lo ,Mike Lang

Treasurer: Murray Lee

Volunteer Coordinator: Jannat Naim

PAC MEETING MINUTES

October 15, 2024, 5pm to 6:30

1) Land Acknowledgement: We acknowledge that we live and work on the unceded territories of the Musqueam, Squamish and Tsleil-Waututh Nations.

2) Attendance: Jim Munk, Arshiya, Sharon, Alice, Jannat, Fred Chang (Parent and High School Teacher), Lovedeep (Parent of Gr.2, Div.6), Jasmine Hasan (Parent of Gr.3, Div5).

3) Agenda:

Introduction:

- Second PAC meeting of the year.
- Review of the first meeting where executive roles were elected.

Open Roles:

- Co-Treasurer: Role is vacant and needs to be filled. The current treasurer, Murray, is doing an efficient job managing PAC funds and has applied for the gaming grant. Also, Murray will be stepping down after this school year. Will be good to pass the torch to another member.
- The Volunteer Coordinator position has been filled by Jannat. Sharon to connect Jannat with Elaine to go over duties.
- Movie Night, Spring Dance and Hot Lunch Coordinators are needed to assist in school activities. Alice to send Jim a school wide email.

Principal's Report:

- Organizational update- Changes happen throughout the year now. Kids coming and going. Overall population has been the same over the past few years.

Staffing is complete: Grade 7 Mandarin Teacher, Supervision Aid and Counselor are filled. Ms. Lowe (Librarian) returning in January. Ms. Cooper is filling in for now.
- Playground update- We received a \$195,000 grant. The only school in the VSB that received it. The district will ask PAC/parents to provide input prior to winter break.
- "Meet the Teacher"- had a really good parents' turnout.
- The Terry Fox run - raised over \$400 so far.

- Class reviews- started in early October with the school base and resource team. They go through every kid in each class.
- School Counselor- If a student needs to speak to the school Counselor, parents of the students can connect with their teacher.
- Diwali celebrations- bring Bollywood Dance to celebrate Diwali. The performance is on October 28th.
- Remembrance Day- assembly is on November 8th. Many of the classes take part and perform in the assembly with songs, poems.
- The Pierre Elliot Trudeau website- keeping it up to date as possible, including PAC meetings agendas and minutes.

2. Treasury Report:

- Current Account Balances:
 - General: \$6,049.36
 - Online: \$4,262.59
 - Gaming: \$10,219.19
- Currently we have funds to support the school's wish list. Items that Jim has suggested PAC support this year.
- First priority is to purchase the next 10 iPads. Sharon motioned for PAC to withdraw approx. \$6000 from the general and/or online account. Alice second. **Vote and motion approved.**
- Classroom Funds budget of \$3000. Sharon motioned for PAC to withdraw \$3,000 from the general and/or online account. Alice second. **Vote and motion approved.**
- Field Trip Funds budget of \$3000. Sharon motioned PAC to withdraw \$3,000 from the gaming account. Alice second. **Vote and motion approved.**
- Grade 7 grad, sports day ribbon, canopy, PE and outdoor equipment budget of \$4,700 in total. Arshiya explained that according to the balance of the gaming account we can accommodate these needs. Sharon motioned by mistake PAC to withdraw from the gaming account an amount of \$1568 but the motion was to withdraw the \$4,700 as Arshiya explained. Lovedeep second. **Vote and motion approved.**

General Discussions:

- The importance of filling vacant roles for the efficient running of PAC.
- Suggestions to find a Hot Lunch Coordinator AND volunteers to support the program before committing to offering it once a week. Likely pizza as was ordered the most in previous years.
- Discussion of revisiting the Field Trip budget in Jan. In hopes that PAC can increase the budget since it will be coming out of the gaming account.
- Direct Donation Appeal will be sent out by mid-November. Notice will be communicated via email and hardcopy sent home for families who want to submit forms with cash. Alice to create a letter for PAC and Jim for review.

- Suggestions for improving communication, such as adding parents to a PAC group chat. Have a dedicated PAC bulletin board. PAC Website and Social account. Alice to send Jim school wide email seeking help in this area.
- Discussion of a PAC fully funded program this year. Can PAC support Gymnastics or Hip Hop? A suggestion was brought up of a week-long Pickleball program. Each class would get 3 sessions. Only \$7.50/kid. Approx. \$2,000.
- Future Meeting dates confirmed as follows:
 - Nov 13th, 2024 (virtual)
 - Jan 15th, 2025
 - Feb 12th, 2025
 - Apr 16th, 2025
 - May 14th, 2025
 - Jun To be determined if needed.
- Movie night- suggested to be held towards the end of November and a Coordinator is needed ASAP to start planning with other volunteers.
- After School Sports was discussed at the request of Fred. Based upon teacher volunteers, Jim suggests PAC create a list of parents that are willing to coach, and he will present at staff meetings. There is a talk about getting a Gr.6 and 7 Volleyball team going. But based on turnout.
- Discussion on possibly having future meetings in the school library to accommodate parents with children.

Action Items:

- **Volunteer Recruitment:** Continue the search for a Co-Treasurer and other needed roles like Event Coordinators and Web/Social Coordinator.
- **More PAC to School Community Communication-** Alice mentioned that emailing the parents is not enough and more ways to communicate are needed. Jim suggested getting the **School Info App**, where PAC can make sure communication is stable and not harmful.

Next Meeting:

- Wednesday Nov 13th, 2024 (exact time To Be Determined and published)
- Virtually: Zoom link to be provided as the date nears.

Meeting adjourned at approximately 6:30pm.