**Attendees:** Nick Chui (Principal), Sharon Vieira (Vice-Principal), Fatima Elamiri (Chair), Flavia Corbella (Treasurer), Tanya Swenor, Sarah Rosen, Kiho Equizabal, Marta Bieler, Tara Chapple, Cassie Rodriguez, Melanie Worobec (Recorder).

| Agenda Item | Discussion | Action Items |
| --- | --- | --- |
| 1. Welcome & Introductions | * Minutes of October meeting were approved. |  |
| 2. Main School Report | * First bake sale was very successful (raised $466.00). * Nov. 29th Hot Dog Days. * Discussion how to support kids for hot lunch in need – Nick to discuss with teachers. * Purdy’s chocolate orders have been sent home. * Direct Appeal – update letter with information about donating online via school cash payment program. Sarah to update letter and PAC to send out Monday. * PAC to prep donation request letter from Corporations – Nick to confirm if PAC allowed to offer sticker identifying ‘this I-Pad was generously donated by company name’. * Earthquake bin has been cleaned out. VSB tracks the expiry dates on food and water and arranges replacement. * Discussion about organizing a parent social event – “Burger and Beer at the Pub” (Cassie to discuss with Pub) and organize movie night same date at Community Centre (Sharon to organize if date is selected). * Discussion about scheduling a ‘Family Movie Event’ fundraiser – need to confirm logistics (ie: copyright and parents drop off) * Business Fair December 13th * Recycling is very slow so far this year – send quarterly email reminders to parents. * Nick to f/u and check if the Period Promise campaign has started. * PAC to look into organizing a Book Fair * PAC to look at popcorn day | Sarah to update and send direct appeal letter.  Nick to f/u re: PAC allowed to identify company donation.  Cassie to f/u re: potential Pub Night Fundraiser  Move Night - Nick to confirm gym reservation etc. for possible Movie Night  PAC to look into organizing a book fair. |
| 3. Annex School Report | * Sarah to send the Annex PAC email password * Pizza days – first one was held last week; went well but pizza place was not able to deliver. If this continues, may have to investigate other providers * Book Fair (3 days – November 19, 20, 21) and Camp Read on the 19th * Annex shirts will be sold – 2 designs with “Champlain Annex Coyotes” * Purdy’s orders have gone out electronically * Compiling the Annex PAC email list * Sarah to include Annex in the donation request letter from Corporations | Sarah to prepare the donation request letters from Corporations for Main and Annex |
| 4. Main School Principle’s Report | * Teresa has been extended in her role as Administrative Assistant until December 2019 * Melanie Peters extended as Resource Teacher until end of January 2020 * Carol Decker new Student Support Worker * Halloween was fun * Cross country meet was well attended * Badminton was successful – thank you to the PAC for subsidizing the program * November – Grade 6 immunizations November 15th * Photo retakes November 20th * November 8th – Professional Development Day. Some teachers are going to an Conference re: assessment * Student lead conferences are being held next week – early 2pm dismissal November 13 and 14 * Renee Hock’s Diversity visit – presented class by class session and lunch and learn for staff |  |
| 5. Annex Vice Principle’s Report | * Cross Country was successful (grade 1-3) * Halloween dress up on October 31 and then held “play day” on November 1st * Remembrance Day assembly held today (Nov. 6) * C’est Mon Café hot lunch program has started * Starting to use My Blueprint – VSB tool * Last Pro-D day the Annex Team went to a social emotional learning workshop at the Dali Lami Centre |  |
| 6. Treasurer’s Report | * Review of Main School Report * Gaming Funds allocated - $7,640.14 (Main) and $1,920.00 (Annex) |  |
| 7. Next Meeting | * No PAC meeting in December * Next meeting will be January 15th, 2020 |  |

*These minutes are in draft form and will be adopted at the next PAC meeting if members are in agreement*