

HIGHLAND PARK ELEMENTARY P.A.C.
MINUTES OF MEETING
November 15, 2017

Agenda Item	Discussion Points	Action Steps
1. Welcome	Meeting called to order at 6:02 p.m.	
2. Approval of October Minutes	Overview of October minutes by Sarah Munro.	MOTION to accept October 11, 2017 minutes by Jen Morine; seconded by Amanda Shaw.
3. Principal's Report	Spirit Days going well. Polar Express coming up; PAC could possibly run a movie during that. Carole-Ann Lawson is taking a partial leave of absence; Peter Byrnes is taking a temporary leave until Christmas as well. Family letter writing day coming up. First report cards will be going home December 11. There are going to be online as well as paper copies this year. Formal conferences will be held in February. Christmas concert is December 21. The format will be similar to last year, with a series of small concerts in the gym. Crafts will be run in classes during that time. Parking lot concerns: there have been complaints about adult behaviour in parking lot. RCMP were called, but said it's private property. It was suggested that with some more pressure, it might be possible to get an occasional police presence in the parking lot. Furniture arrived for classrooms; some was damaged (waiting for replacements). Four projector packages were ordered (two from PAC funds).	If you want to volunteer for any Christmas activities, let Jodi van der Meer know. Jodi van der Meer has ordered new signs for parking areas. Parents can call RCMP with complaints as well.

4. Treasurer's Report	Rotary is doing a grant this year, and they may be able to help with the cost of a sound system for the gym. There was some discussion of getting a less expensive, portable system. The school is still waiting on the adapted swing. The general account balance is \$32,138.03; minus funds being held for the outdoor classroom, Askews' gift cards, and previously approved spending, the adjusted balance is \$16,338.03. The lunch account balance is \$7,959.86; minus funds being held, the adjusted balance is \$5,959.86. The gaming account balance is \$10,155.75; minus funds being held for previously approved spending, the adjusted balance is \$2,555.75.	Jodi van der Meer applied for the Rotary grant and is looking into the cost of a sound system.
5. Current Business	The pizza fundraiser brought in \$806. A few pizzas are still available for purchase at \$8 each. The pro-d day movie made \$150. The book fair was successful. We did \$2800 in sales; \$1550 come back to us in credits. Jodi van der Meer and Annette Martin met with the school librarian to discuss how to use the credits to benefit the whole school. After they had used some of the credit, \$801 was left from last book fair, plus \$1200 from this time, so a total of \$2000 is available for Jodi van der Meer to allocate. The hot chocolate day went well. We are planning another hot chocolate day for Friday, November 17. DFS fundraiser: catalogues are going home tomorrow, will be due back next week.	Let Julie de Boer know if you would like to buy any extra pizzas.

6. New Business	Western Direct fundraiser: Custom printed forms to go out this week; will be due next Friday. We will get free shipping if more than 200 total items are ordered. Spirit wear: The company we had been planning to use (run by a Dad from the school) is unable to match the prices we'd been quoted. We were considering going back to our previous supplier, but the customer service was poor. It was decided that we will pursue finding a new supplier and wait until the new year to send out order forms. Grade 5s are doing Tupperware fundraiser for Fort Steele field trip. Orders are due Friday, November 24. Playground tables: Lisa Gyorkos presented the costs of composite tables for the playground from a company in New Westminster. Pricing for four tables (including freight) ranges from \$4000-\$5000. Money would come from the lunch account. Snowshoes: The cost for snowshoes will be around \$70 for kids' pairs and \$150 for adult pairs. The options for purchasing them included MEC, Canadian Tire, Costco, and Skookum Cycle and Ski. The PAC hosted a movie day at the Centennial theatre last year; it was suggested that we do it again, but this year we would need two days because we have more students at the school than last year. PAC going to do hot chocolate on December 22, Polar Express spirit day. Rob Nash expressed appreciation for the PAC. On behalf of the teachers, he requested magnetic base 10 blocks. Cost would be \$466+tax and shipping for all classes to get a set.	Julie de Boer is going to contact a different supplier and get prices. Jodi van der Meer is going to follow up with maintenance to make sure it's okay to put in tables and to look into the cost of concrete pads to place the tables on. MOTION to spend \$2000 from the gaming account and \$1000 from the general account on snowshoes made by Lisa Gyorkos; seconded by Jessica Wright. MOTION made to organize movie day by Jessica Wright; seconded by Jen Morine. MOTION to use \$550 for base ten blocks made by Shannon Saunders; seconded by Lisa Gyorkos.
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	There is a probable offer from North Enderby Timber to make and donate a wood sign for the front of the school near the road (like the sign that Armstrong Elementary recently put up).	Jessica Wright and Julie de Boer are going to contact AES to get details about their sign and make plans for what size Highland Park's should be and how it should look.
7. Next Meeting	December 13, 2017	Tabled to decide closer to the date if we need a December meeting.
8. Close	Meeting adjourned at 7:20 p.m.	