

**Highland Park Elementary PAC Meeting
May 17th, 2022**

1. Approval of April Minutes

- a. Motion to accept April's minutes as read (1st Jen , 2nd Amanda , motion passed)

2. Principal's Report

a. Staffing

- i. Ms.Scott, Mrs.Campbell, Ms.Novakowski, Ms.Lukas, and Ms.Jaques contracts are all ending at the end of June. We also have one teacher retiring.

b. Swimming

- i. Swimming will begin on May 24th. Parent Helpers will be allowed but be limited.

c. Events

- i. Track and field is starting. The District Meet is in June 7th, 2022.
- ii. Triathlon - Mr Byrne's is running this event on June 3rd.
- iii. Grade 5 Fairwell assembly planning is underway. Parents will not be allowed in the school to watch but there will be photos outside where parents can participate on June 23rd.

d. Assembly

- i. Professor Wow is coming on Thursday June 9th at 12:20 pm.

e. Class Placements

- i. Notice of class placement procedures for 2022/2023 school year will go out with the June News Letter. Placements will not occur until the first week of school in September.

3. Treasurer's Report

- a. General Account Balance - \$32,732.49 (adjusted - \$24,170.36)
 - i. Funds withheld -
- b. Gaming Account Balance - \$9,426.91 (adjusted - \$8,143.52)
 - i. Funds withheld -
 - ii. Motion to accept treasurers report (1st Christie, 2nd Jen, motion passed)

4. Subcommittee Reports

a. Hot Lunch

- i. Pricing - Haru's prices have increased by \$2 per item. The PAC took a loss for the May 27th order. It is likely that the rest of the vendors will be increasing their prices. We propose to approve a

price increase to all hot lunches so we can be ready to get Hot Lunch up and running right away in September.

1. Motion to increase the prices of Hot Lunches for the 2022/2023 school year (1st Julie , 2nd Jen , motion passed)

b. Askews Cards

- i. They are still being sold.

c. Scholastics

- i. There will be no 2 for 1 book fair in June.

5. Fundraisers

a. Past

- i. Blue Mountain
 1. Tomatoes & Marigolds - \$650.40
 2. BBQ - \$382.15 thank you Amanda for all your hard work getting it together. Blue Mountain loved having us there.

b. Current

- i. Blueberries - Delivery is set for May 24th,
- ii. Motion to order 100 plants to meet the miniumun order (1st, Julie, 2nd, Jen, motion passed)

c. Future

- i. Eclair Lip Balm - once we get to form we will print it out and send it home with the students.

6. Current Business

- a. Laminator Funds - \$3371.00 is the price of the laminator.
 - i. Motion to put \$2000.00 towards the laminator (1stChristie, 2nd Jen, motion passed).
- b. School Start - Janet is waiting on the teachers for the list, and is hoping to have them by the end of the week.

7. New Business

a. AGM

- i. Motion to move the PAC AGM to June for 2022 (1st , 2nd , motion passed).

b. Renewed Constitution

- i. Motion to adopt the changes to the HPE PAC Constitution (1st Jen, 2nd Christie, Motion Passed).

c. IPE Parking

- i. Contract is in the school districts hands. Once it is signed we will work on getting volunteers etc.

d. Triathalon

- i. Motion to purchase freezes for the triathalon (1st Julie, 2nd Jen, motion passed.)

e. Munchalunch -

- i. Motion to pay for \$336 for munchalunch out of gaming (1st Amanda, 2nd Jen motion passed).

f. Exiting/Retiring Teacher/CEA gifts

- i. Motion to spend \$25 per exiting staff member, and \$150 for the retiring teacher out of the gaming account. (1st Amanda, 2nd Christie, motion passed).

8. Next Meeting - June 14th, 2022 @ 2:30 pm

9. Meeting Adjourned @ 3:31pm