***DRAFT* Minutes of the General Meeting of the Langley Meadows CS PAC**

**Friday, Nov.15, 2019 (location: PAC Portable)**

*Prepared by Wendy Sjodin, secretary*

*The PAC acknowledges that the LMC School is located on the territory of the traditional lands of the Kwantlen, Katzie, Squamish and Matsqui First Nations.*

**Present:** Executive Members: President: April Ferguson; Vice President: Miranda Holwill; Secretary: Wendy Sjodin*;* Meredith Tremain: DPAC Rep; Jen Hillary: MAL; Megan Streu: MAL; Marnie Spry: MAL; Kara Powell: MAL; Kim Olynyk: MAL; non-executive members: 4 others; special guest: principal Beth Cairnie

**Meeting called to order at 9:02 am**, quorum determination, followed by welcome and introductions.

**Motions to accept agenda and previous meeting’s minutes: moved and seconded.**

**Reports:**

**Principal:** Ms. Cairnie summarized many of the activities past, ongoing and upcoming at the school: a recap of the Remembrance Day assembly; the search for new staff for the positions of learning assistance and grade 1 teacher; the Applied Design, Science and Technology program (ADST); the 2 week long gymnastics unit for PE; buddy programs; the planning for the school Christmas Concert (to be held Dec 12 – ticket information coming soon); mustache day; report cards; the Scholastic Book Fair; the Ministry online reporting system ‘ERASE’ for students to report safety concerns (this will be presented to the grade 4/5s at an assembly Nov.27); and an Action Plan for learning she is developing with the staff.

We, as a PAC, also discussed with Ms. Cairnie the implementation of a sign-in procedure for meetings to ensure that all members of the PAC and their pre-school-age children are accounted for in the event of an emergency. It was suggested that we could take a picture of our meeting sign-in sheet as soon as the meeting begins and send this to Ms. Cairnie or Ms. Young in the office. **Important: Please sign in to the office or on the meeting sign-in sheet at PAC meetings any time you are in the school or in the PAC portable to ensure that everyone is accounted for in the event of an emergency.**

**Treasurer:** April and Miranda have been working over finances with treasurer Nicole. More to report in December. Tabled until then.

**DPAC Rep:** Meredith reported that the last DPAC meeting consisted of a tour of the new RE Mountain Secondary School, and focused on the school’s high-tech safety features. Guest speakers focused on emergency preparedness. Two motions were made and passed unanimously: one to ask the city and township to restrict locations of vape shops to outside of 2kms from any school, and two, to ask the school district to be transparent on the hiring of resource workers. The DPAC is also reviewing the allowance of proxy voting by PACs – (a question that has come up recently with our PAC).

**LMCA:** Nights alive: Nov. 15, 29 and Dec. 13. Santa Breakfast Dec. 7. MOOSC winter break camps available. Movie Night Nov. 22: “Mr. Popper’s Penguins”. Yoga Wednesday nights.

**MOTION: (**The original motion read: “Vote on Mr. Raphael’s request for funds for 6 additional ipads in the amount of #2687.93”). Amended motion: To purchase 6 ipads for the school in the amount of $2687.93. April moved. Miranda seconded. Carried by majority. The PAC would like the new ipads to be kept in a location accessible for all classes to use, not to stay in only one classroom.

**MOTION:** To make notice of a vote to purchase 6 additional ipads (in addition to the request above) to be used by all teachers and signed out as needed. To be voted on in our December meeting. Miranda moved. Meredith seconded. Carried by majority.

**MOTION:** To not purchase 4 outdoor benches for playgrounds in the amount of $4000. April moved. Kara seconded. Carried by majority.

**MOTION: (**The original motion read: “To purchase a gaga ball pit, spending up to $5000”). Amended motion: Miranda moved to vote on this item at the December meeting, after she and April get some quotes and more information. April seconded. Carried by majority.

**Fundraising:**

1. Pop-up sales (upcoming: Nov. 20 cupcakes)
2. Fun Lunch: Marnie gave updates on lunches; Kara discussed entertainment books – she is willing to lead this again next year: they netted around $2700.
3. Family Photo Shoot: Wendy gave a quick re-cap. Just as last year, there was some frustration with several families asked to move time slots / cancel with less than a week before the scheduled fundraiser, creating extra work for Wendy and HT. It was decided that, if we do this fundraiser next year, we need to be firm about not allowing people refunds at all within a week of the event. Overall, event was a success: feedback on the photographers was good, and the PAC netted around $850.
4. Neufeld Farms (order deadline Nov. 18 ; Nov. 29 delivery)

**Committees:**

1. Hallowe’en Carnival – event was a success. Already discussed in detail at final committee meeting

**Old Business:**

1. Spirit Wear – Beth to send out
2. Scholastic Book Fair – volunteers needed Nov. 26-28
3. Sports Day t-shirts – Kim Olynyk will work with Beth to source a black and white logo from the district to use.
4. Providing lice kits for purchase – a number of ideas were batted around for ensuring that parents have access to the best lice combs on the market and know how to perform the treatment effectively to reduce outbreaks. In the end, we decided that parents will just have to be responsible for this on their own.

**New Business:**

1. School Photo feedback: many parents were very unhappy with the quality this year. Please direct your feedback to Ms. Cairnie and she will contact the company.
2. Santa Sale: Dec. 18 – volunteers and donations needed. There was also a discussion about how to best direct the proceeds this year, seeing as how the school’s “sunshine fund” is more than adequate. Suggestions included: making the learning commons space (library) more modern and flexible and conducive to ADST programs, purchasing home reading books, and repairing the school’s musical instruments in storage.
3. Staff Christmas Luncheon – Dec. 17 – donations needed: Lisa Briggs to head again.

**Meeting Adjourned at 11:07am.**

**Next meeting date: Friday, Dec. 6, 2019 at 9am in the PAC Portable.**