Lakewood PAC Meeting - November 7, 2023

PAC Attendees: Liz, Melissa, Karyn, Dominique, Marlysse, Monica

Staff Attendees: Corrinne

6:32 - meeting called to order

Vice Principal Report

* Handball
	+ will wrap up with Jamboree on Nov 21
	+ Had a large number of students signed up to Handball
* Grade 5 helpers
	+ Helping with Kindergarten and Grade
	+ Helping with giving out equipment at lunch
	+ Peer Helpers training on Thursday
* FSA
	+ Booklets gathered after the 10th
	+ Booklets come back in January and will be sent home
	+ Scoring: emerging, on track, extending
* Earthquake drill
	+ Need to go through C-Cans to inventory emergency supplies
* Halloween
	+ Parade and dance in gym, but younger kids didn’t seem to like dance
	+ Teachers appreciative of increased class room funds
* Nov 15
	+ 3 Crows Production - Cultural Event
	+ All students will participate
* Dec 15
	+ Pancake breakfast
	+ Staff has made a committee for decorations
	+ Looking for volunteers to setup on Dec 14th afternoon in prep for Dec 15
	+ Have backup griddles “just in case”
	+ The Lions are booked to do the breakfast
	+ Corrinne will manage allergy list
	+ Confirm with Kerry that Santa is booked
	+ Teachers will organise photos
* Dec 20
	+ Peer helpers will promote Jinglebell and food drive as their first Job
	+ Afternoon Jinglebell walk done altogether
	+ Food drive - need to find out cuttoff date
* Dec 22
	+ Carols
* Heather Adams (new hire)
	+ Working with kids who need extra support
	+ Here to support kids to be more successful in classroom and relationships

Treasurer’s Report

* Bank is having issues giving us statements
* Will switch to a new bank so we can get full access to reports
	+ Have asked 4 other WestShore PACs about who they bank with
	+ They all use Coast Capital
	+ Want to keep TD open for a few months to make sure everything clears properly
	+ Will see an increase in bank fees
	+ Executive has decided to switch to Coast Capital.
		- Decision was taken by the Executive via authorization given by “Bylaw #7 - Banking” of Lakewood PAC Constitution
* Bottle drive:
	+ Netted: $626.27
* Halloween Dance
	+ Netted: $2322.95 (but still have outstanding receipts and custodial cleanup)

Halloween Dance Review

* Discussing about having aprons with front pockets so volunteers can walk the entrance line and admit people in
* Bracelets were too hard to distribute
	+ But easy to see w.r.t to concession
* Have 2 cash boxes at the concessions
* Consensus was better than last year
* More prizes

Bottle Drive Review

* Start notifying parents in December about January Bottle Drive
* Put notification on sign board in December

New Business

* Santa/Pancake Breakfast
	+ Discussion about having a PJ day with Pancake breakfast
		- Will check with staff and Peer Helpers to get their feedback
	+ We need to supply propane bottles
	+ Already have plates/knives/forks
	+ Staff discussing big/little buddy pairing at breakfast
* Silent Auction
	+ Contact business for donations for silent auction at fair in Spring
	+ Starting earlier this year before businesses have donated to other organisations
	+ Melissa is forming a committee for the silent auction now
	+ Want to form committees for each area of the Spring fair
* New email address
	+ lakewoodelementaryPAC@gmail.com
	+ This is to separate communications from PAC related emails and HotLunch related emails
* Spirit Wear
	+ We need to inventory remaining spirit wear
		- Give existing adult size clothes to new staff

End of Meeting: 7:41pm