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](mailto: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