

## November 5, 2024 Lakewood PAC Meeting Notes

Attendees: Sheana, Natasha, Karyn, Leah, Mark, Marlysse, Monica, Jennie, Sharon, Melissa, Monica, Kerry

Call to order at 6:30pm

### Principal Report

- Handball is going well
- Had a hoedown dance which went well.
- Remembrance Day
  - The classes are each reading a page from a book for the ceremony
  -
- Picture retake Nov 12th
- Question about Halloween Dance Cleanup
  - The principal and staff had cleaned about half of the gym
  - PAC confirmed we had volunteers, but the shift didn't start right away after the dance

### Questions/Discussion from the group:

- Concern brought up about cookies not being labelled properly. There were cookies with nuts that were not labelled
- Discuss about organising What's App group.
  - Suggestion to have a channel for a given event so as not to overwhelm people with messages.
    - Can't make channels, would have to make a new group
  - Save info for next year so we know what was done previously
  - Marlysse noted there is the binder that has the information for running events
  - Karyn noted there is the google drive that contains the information stored there as well

### Budget

- Halloween Dance
  - Dance was successful!
  - Spent \$656.12 of \$1000 budget (excluding janitorial fees) to put on the dance
  - Net fundraising \$2812.13
  - Increase of \$657.93 over last year
  - Dance had donations of \$729.44
- Donations - other
  - Separate donation of \$50
- Bottle Drive
  - Raised \$713.92
    - More than we brought in on previous 2 bottle drives
    - We sorted into 3 categories, which got us an extra 30 cents on the dollar.
    - The bottle drive went well considering the weather

- Reimbursement
  - Cost \$1.50 for each e-transfer
  - Pizza day will continue to be e-transferred as that is a large amount of money each week
  - For other reimbursements we will continue to use cheques and commit to turn around of within 2 weeks for reimbursement
  - Discussion around having a threshold around what should be cheque and what should be e-transfer
    - Hold one off discussion for large purchases on doing an e-transfer
    - Preference to use cheques for lower amounts
  - Spirit wear
    - There are some issues with website
    - Vendor is currently on vacation, but will be back Friday.
    - Hoping to have it resolved for Tuesday Nov 12.

#### SPEAC Meeting Update

- SPEAC meeting notes are available at [https://drive.google.com/file/d/1GtAJhAz28CL3kmWUO\\_QtHU92TyGXOMZz/view?usp=sharing](https://drive.google.com/file/d/1GtAJhAz28CL3kmWUO_QtHU92TyGXOMZz/view?usp=sharing)

#### Halloween Dance Retro

- Didn't have volunteers show up for 2nd shift
  - Have DJ announce when the next shift starts
  - Have a volunteer check in at the desk
- Kerry noted that DJ Sansom said he felt distracted with multiple people coming to talk to him.
  - Have the volunteer co-ordinator be the go to person to talk with DJ
- Pizza
  - Kerry to check if volunteers need food safe to help hand out pizza. Can we remove this requirement?
  - Discussion to cut pizza into 8s rather than 10s in the future.
    - Decided to cut as 8s.

#### Rack Fund Raiser

- December 2nd.
- Burger and beverage \$30 adults, \$20 for kids. 50% of funds come back to us
- Music Bingo for kids
  - Will cost \$5 to play
  - Need to get prizes for it
- Will have a 50-50 draw
  - Karyn is looking into the licence
- 5:30 seating at 6pm for music bingo
- Tickets will be available on Zeffy website

#### Santa Breakfast

- December 13th
- Need volunteers
- Kerry reports food, decorations, cutlery, placemats are taken care of

- Will get gluten free mix and syrup
- Lions will do breakfast again
- Santa is coming again
- PAC to cover
  - Santa cost (he brings candy canes)
  - Juice boxes
  - Oranges

#### Games night

- It's been booked for March 13th
- Gym and tables have been booked already

#### Spring Fair

- May 29th
- 2 food trucks are confirmed
- 1 food truck needs to be confirmed next month/January as they don't book that far ahead yet
- Suggestion for another food truck
- Discussion on whether we want to do Silent Auction
  - Will follow up with person who was interested in organising it
  - Liked having classroom baskets in previous spring fairs

#### Bottle Drive

- Will get better signs for next time
- Suggestion to get kids to come help too
- Can we knock on doors too?
  - Put out flyers for date/time to put out bottles with a label to put on bag
  - parents/kids pickup
- Pick up bottles from restaurants?
- Text radio stations for them to advertise on air
- Discussion on whether to have next bottle drive in March or April
  - Would we be ahead of others if we did March
  - Last year we did March
    - But weather was bad and didn't do so good
  - April will hopefully be better weather
  - Decided to do April 5th

#### Pizza

- Last year this time tracking \$17100, this year we're at \$19400
- Don't have report on donated pizza lunches
  - It offsets the "Kerry's Kid" program
  - It usually around \$2000 in donated pizzas lunches each year
- Question about providing lunches/food for students that need it
  - Kerry discussed the program, Flourish, that is available for students and how it is used

#### Spirit Wear

- Grade 5 hoodies before Christmas so it can be given as gift

- Ms. Iverson will be Grade5 teacher coordinator
- Note to get "Class of" on the hoodie

Meeting Adjourned at 7:35pm