

Neilson Grove PAC Minutes

Date: November 30, 2023, in NG Multipurpose Room and Zoom

Proposed Start time: 630pm

End: 8:00pm

Attendees: Brigitte McRae, Kyla, Diane Chubb, Kristin, Nicola Kopac, Natasha Gray, Brooke

Online: Donna Vital, Terry Kaplan, Sage Perry, Adrienne, Ryoko Campbell

Regrets: Angela Brain & Greg Norton

Virtual Details:

<https://us06web.zoom.us/j/89806630212?pwd=i6ALgzGRM5FnN69h1sgff95gbIbcg2.1>

Meeting ID: 898 0663 0212

Passcode: 303190

- **Welcome and First Nations acknowledgement**
- **Approval of minutes from last meeting** motioned by Natasha, seconded by Terry, motion carried unanimously
- **Attendees Introductions**

- **Principal's Report - Jann Kwasnicki (absent, report given to Kyla)**
- Student Council is doing awesome
- Next event: community cards > children will make cards and distribute in the community
- Culture Day was a great success!

- **Teacher Report (no teacher present)**

PAC Role, Program and Subcommittee Updates:

CHAIR REPORT:

- Purdy's has been submitted and pickup will be on Dec 8th. PAC made \$346.63 profit. Thanks to everyone who submitted an order!

- Breakfast with Santa happening on December 15th! Ronnie and Terry are working hard behind the scenes and will require lots of helpers ([signup genius link](#) 🤖) and a budget for some additional supplies for the kitchen and for food.
 - New Items and plates, cups, cutlery, etc...:
 - Estimated under \$300 - Budget \$300
 - Some items can be loaned out
 - Non-exhaustive list:
 - Metal Tongs
 - Bowls
 - Heat resistant thermometer
 - New sponges
 - Paper plates, cutlery
 - Food Budget:

- Estimated spend \$350 - Budget \$500
- Plan for breakfast: pancakes, sausages (donated, thank you Ronnie!), eggs (egg mcmuffin style), option of english muffin
- \$1 per item with exception of \$2 per mcmuffin

Sage photocopied placemats for tables and sent them to teachers

Catherine ordered fresh roll of red and green paper

Jann has wood cut out and Christmas wear for photo booth

Santa secured

Stir Coffee will donate again - thank you Stir Coffee House!

- **Request overall budget of \$800**
 - **\$500 for food**
 - **\$300 for supplies**
 - *If additional kitchen items are needed, to be evaluated as needed*
 - **Proposal for \$800 budget, motioned by Brooke, seconded Nicola, passed unanimously**

- Ronnie was able to get us 300 candy canes from Save-on for Candygrams!!!!
A candygram will go to every child - further discussion in new business.
- Deposit has been paid for inflatables for the Spring Fair. \$450 refundable 7 days before the event.
 - Thanks in advance to everyone who wants to join the [committee](#)!!
- Emergency Preparedness has mostly been taken over by the District. Alona will step up if a PAC rep is required, otherwise is happy to help out in other areas. Any questions please email us.

TREASURER REPORT:

BANK ACCOUNTS

General Bank Account

As of November 30, 2023, the PAC has general funds of \$23,841 (October 22, 2023 - \$24,094). Since the last report date on October 22, the PAC received \$2,214 from:

\$1,727 for Big Box of Cards sales,

\$437 for the October bottle drive, and

\$50 in donations at the bottle drive and the pub night.

Since October 22, the PAC spent general \$2,466 on:

\$1,893 on Hot Lunch expenses, and

\$573 on Milk purchases

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Gaming Bank Account

As of November 30, 2023, the PAC has gaming funds of \$17,935 (October 22, 2023 - \$17,935). There has been no change since the last PAC meeting.

DPAC REPORT:

SOGI (Sexual Orientation and Gender Identity) Inclusive Education

Why is it important?

- * because we aim to include
- * learning requires safety
- * BC Human Rights Code

What does inclusive education mean?

- * physically inclusive
- * cognitively inclusive
- * culturally inclusive
- *SOGI inclusive

SOGI is part of diversity

- BCCPAC website will have a Fact/Myth pamphlet available in Dec 2023
- Delta District will be emailing this out to the schools for administrators to send to families.

Fundraising

- *use best practices as outlined in Code of Conduct
- * money should be counted by two people
- * product that is being sold should be locked up and be kept at school in order to keep best practice

- Next DPAC meeting January 15th 2024

Subcommittee Verbal Reports:

- Fruit & Veg (Brooke) - going well, fun fruit facts are popular; excess fruit has also been donated to the food bank
- Milk (Kyla) - free milk being distributed to children, extra soy milk donated to the food bank
- Hot Lunch (Brigitte) - ordering window will soon be set up; panago is a potential vendor for the new year as an alternative to Domino's and kindly donated to this evening's PAC meeting
- Milk (Nicola) - business as usual, finishes last week of school
- Playground Committee (Brigitte) - OG mandate to replace the ring monkey bars and make the playground safer
 - District representative Darren advised Jann that they could replaced the playground equipment and platform with more suitable alternative for free as an interim solution
 - They assured it is more appropriate for the elementary age group
 - The materials will be safer
 - Timeline for replacement Spring 2024
 - If we feel we would like to proceed with playground replacement we will have the option to do so with less time pressure
 - **Proposal to proceed with this interim solution of replacement equipment, motioned by Donna, seconded by Diane, motion carried unanimously**

- **Proposal for \$250 from gaming budget for outdoor sports equipment (to be picked up by Kyla after consultation with Jann), motioned by Brooke, seconded by Diane, motion carried unanimously**

Outstanding Business:

- Mr. Tube steak payment from Open House Sept 21. No response from them other than to confirm May 15th is available and pencilled in. Operations Manager to reach out. Kyla will follow up.
- Playground funds not removed from current gaming and general accounts. Playground committee will update re: progress and if not planned for use imminently will “release” funds.
 - Motion passed to release gaming funds and proceed with interim replacement playground materials
- Request for a wish list from teachers, staff and students. Ms. Kwasnicki will inquire at next staff meeting Nov 7. Ideas - **Does the school need these items?** Noise cancelling headphones, Teacher books / resources on social emotional learning or core competencies
Variety Grant to outfit the NEST - we have to match funds....amount?
 - Can be applied for online [directly from their website](#).
 - Kyla will work with Jann for what will outfit the nest, obtain quote, and submit grant
 - Update January 2024 with quote to vote on
- Update re: spirit wear - logo still in progress? PAC hopeful to fund getting t-shirts for every child.
 - Kyla shared the
- NEW Fundraising ideas
 - Coffee fundraiser - family farm in Brazil (Ronnie) - coffee very expensive, must sell \$1000+ to get best rate > will not pursue
 - Open Gym evening in December (Diane). Ms. Kwasnicki to review availability Thursday, Friday
 - Ladner shopping night has happened, consider for 2024

Fundraising ideas for 2024:

- Bottle Drive 2024 Dates
 - January 13 10:00am to 12:00pm
 -
- Raffle
- Candy Grams ~ Valentine’s
- Scholastic Book Fair - school w. support?
- Talent Show
- Principal for a day
- Paint Night at Ladner Arts and Crafts
- Garage Sale/ Gently used book sale. -
 - Perhaps look at spring time around time of spring clean up

- Table cost per family + PAC table selling donated books
- Jann stated there is 20\$/hr fee for gym + insurance. Will look into use of gym and cost.
- Multipurpose room has no cost. Is Free Mondays or Friday.
- Will look into this - defer.

New Business / General Discussion:

- Holiday Candygrams - feedback from Parents
 - Every child will receive a candy gram. Our vision revolves around empowering children with the courage and opportunity to bring joy to individuals they may not have connected with otherwise (be it anonymously or openly) and allowing kids to share their affection with friends during the holiday season. This initiative will also empower the intermediate grades to market, sell, and learn valuable money handling skills, however, will be overseen by responsible adults, and we wholeheartedly welcome anyone who wishes to contribute their constructive ideas, or their time.
 - Options for older kids to help with concession:
 - Spring Fair / Sports Day to learn valuable money handling skills
 - Sponsor Bake Sale
 - Handle Front Row Raffle for Winter Concert
 - Sarah looking for ticket template > Diane will co-ordinate
 - Students will sell raffle tickets after school December 13 and 14
 - Draw December 15
 - Options
 - Offer each child a candy cane from the PAC
 - Distribute 200 candy canes to classrooms and ask student council to wrap them up
 - 90 candy canes for Santa to distribute at Breakfast with Santa
- 32nd Annual Hampers Program - Hamper for 2 families
 - Please include all the trimmings for a wonderful Christmas dinner and enough staple food items to sustain them through the holiday season.
 - Grocery store gift cards are also acceptable
 - Your family will provide you with some choices regarding gifts for their children. Please include one or two wrapped gifts for each child. Gifts must be new and unused. Gifts for the parents and family members over 17 years of age are optional.
 - Will have a sign up for people to choose what they want - almost like an Amazon wishlist that can be claimed so we don't have the same things
 - Thank you Lindsay for coordinating this and handling logistics!
 - 9 divisions and 10 people to donate to
 - Each division can adopt a person and maybe staff / teachers can adopt the tenth
 - All donations due December 15
 - Hampers will be delivered December 20
 - Kyla will post a notice on PAC website to notify families of this option

- Committee for Spring Fair - [at least 20 amazing volunteers needed](#)
 - Please visit the form and offer your email if you are onboard to do anything for the spring fair!
 - Games & Prizes - 1 person + Kyla
 - Raffle - 4 rockstars (people)
 - Reach out to get raffle prizes from businesses
 - Post pictures and descriptions online
 - 50/50 - 2 people
 - License
 - Square for processing or online??
 - Wristbands and Cake/Jar Ticket sorting - 2 members + Kyla
 - Food Vendors - 3 people
 - Plus Envision for popcorn?
 - Cakes & Jars - 2 people
 - Receiving cakes/jars
 - Setting up for volunteer to run
 - Volunteers - 2 people
 - Reach out to DSS
 - Sort out day of duties
 - Need 12 people to run inflatable games + selling tickets + prizes + +
 - Equipment - 2 people
 - Tents / Tables / etc...
 - Jelks has 2 generators
 - Will have 4 LMBA tents
 - Marketing - 1 person + Courtney/Kyla
 - Facebook groups, etc...
- \$10 fee per child for Emergency Preparedness.
 - Tabled to next meeting as we do not yet know the date the fee will be implemented. For consideration: Could the PAC consider covering fee for each student with gaming funds?
- Questions?
 - Speed's Pub Night - Diane will look into this option for February
 - First Aid Fundraiser with Canadian Safety Supplies - Brooke will share details for consideration, more information at next PAC meeting January 26 / timing beginning of February

Meeting adjourned: 19:59pm - Motioned by Brooke, seconded by Donna - Motion carried unanimously

Next PAC Meeting: January 26, 2024 - 6:30pm

See Below For Informational Purposes:

Neilson Grove Fundraisers and PAC-led events Schedule:

November

- 26th - Purdy's - Submitted - Pick up will be Dec 8th.

December

- 11th-15th - Raffle for 2 packages of 4 x front row seat and 1 x parking spot for school concert
- 15th - Pancake Breakfast (December 15)
- 20th - Holiday Candygrams from the PAC

January

- 13th - Bottle Drive

SPRING

- Spring Fair - Wednesday May 15, 2024
Vision: Simplifying the organization while maintaining quality - outsource work, just inflatables - no carnival games, eliminate excess costs. Inflatables with dunk tank + food vendors + musical cakes + bottle toss.
- Jellks Inflatables:
 - Booked and deposit paid Nov 29th.
 - M-W - \$900 for 9 amazing games
- Selling wristbands online for UNLIMITED use
 - Munchalunch and handed out in class
 - \$20 unlimited - \$25 with 2 tickets each for jar & cake walk (\$32 value)
 - Also sold at event - \$20 games and \$3 each for jar/cake
 - Having a "as griffins we soar" keepsake wristband
- Food vendors
 - EXCLUSIVELY: proposed vendors: cookie's ice cream, mr. tube steak, ootles(?) donuts, cotton candy. - neet to start early
- Raffle
 - Using 32Auctions for online only raffle
 - Each class has a theme and makes up 1 basket
 - Higher cost, but will likely sell more vs paper tickets
 - Exploring the possibility of conducting a 50/50 draw online
- Cakewalk
 - Donations from families/community
 - people love cakes
 - \$3 per entry
- Jars for fundraising
 - Donations from families
 - \$3 per entry

Executive PAC Roles

- Chair and Co- Chair: Kyla Williams and Brigitte McRae, Treasurer and Co- Treasurer: Angela Brain (regrets) and Greg Norton (regrets), Secretary: Natasha Gray, Delta District Parent Advisory Council (DPAC): Diane Chubb & Ronnie Nugent

PAC Programs and Subcommittees

- Emergency Preparedness: Alona Makarsky, Hot Lunch Program: Terra Mitchell, Ashley Terpsma and Brigitte McRae, Milk Program: Nicki Kopac and Deb Stewart, Fruit and Vegetable Program: Lorie Seppke, Playground subcommittee: David Terpsma (main liaison), Kristin Schroeder and Brigitte McRae, Social Media - Courtney Nielsen

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Website sites.google.com/view/ngpac