

South Canoe Elementary PAC Meeting Minutes

Attendees:

Principal Major, Shay, Melanie, Michelle, Kelsie, Melissa, Kendra, Jill, Corene, Clea, Ms. Chody.

Start 3:06pm.

Shay approves last weeks minutes.

Principals report

Discussion re- Logo, Sandra requesting PAC input. -high impact logo.

Reminder school closed Oct 17. Parents to attend with students for booked conferences.

Parent driver update, annually needs to be updated. Sandra/Stacy developing centralized binder with criminal check, DL abstract and insurance. Parents will need to fill out each year, Crim check q5years.

Date for Winter Concert finalized week of December 2, for set up stage etc. Concert Dec 6, 2024.

Jillian C nominated as economical option for school student photos.

\$5 per student recommended to parents for 2 digital downloads provided, plus class photo. photos to be uploaded to google drive with teachers to provide access to parents.

Sandra to email all parents to give opportunity to opt of of digital distribution.

Photo requirements for My ED website- specific formatting, Sandra to Review.

Motion to vote Jill to do photos, all in favour.

Designated \$500 honorarium from PAC to ensure Jill receives minimum \$500 from suggested donations, Motioned and all in favour.

If >\$750 received from families for Jill photo services, excess back to PAC.

Date to be finalized after Sandra Confirms class trips in next two weeks.

New Business:

- Melissa reviewed proposed 2024/2025 budget.
- Sandra concerned with space in kitchen re new kitchen supplies, Corene clarified specific need for deep fry pans to brown meats.
- Melissa motion to approve the budget, Jill seconds the motion, All in favour.
- Teachers Report- Ms. Chody to attend teacher meeting, to request wish list from teachers.
- Kelsie motion to nominate Serena (agreed to nomination via email since last meeting) as DPAC executive, Shay seconds the motion, all in favour.
- Photo date- Oct 16 weather dependent.
- School Planning Council- Working group with Sandra and parents for school grot goals and how they align with district goals. Needs parent participation. Sandra to provide notes on this.
- Winter Concert Date- December 6.

Monday, October 7, 2024

- Kindergarten Shelter-needed for safety and comfort of Kindergarteners, to support learning. Sandra to reach out to district re what we can do regarding permanent structures.
- Picnic Tables need maintenance- Michelle K to organize parents, tentatively this Friday (Oct 11) weather dependent. Sandra to see if any classes/teachers interested to help.
- Playground landscaping- Sandra reports that school district not responsible. PAC will be fundraising to fix erosion, but any changes must be approved by operations.
- Veggie/meat boxes- will not be organized by PAC/School this year, as no subsidy. But still available individually through natured delivered business.
- Info board- need a prototype for district to review prior to permanent installation (ie if on fence).
- Pac Dates for 2024/2025. Nov 7, Dec 2, Jan 6, Feb 3, Mar 3, April 7, May 5, Jun 2.
- Bizarre Bizarre December 2.
- Spring Fling May 2.
- Pac intro letter by Shay. To go on website. Clea suggesting digital platform or organize PAC fundraisers, reminders, volunteer opportunities. Not everyone uses facebook. Discussion re: need for facebook clean up of members.
- Review of Executive PAC Constitution Amendments, see attached. Required to be made available for review x 14 day minimum and will be voted on at next meeting.

Next meeting scheduled for Monday, November 4, 2024.

End: 4:20pm.

Proposed changes to the South Canoe Elementary School Parent Advisory Council Constitution

These amendments will be voted on during the November 2024 PAC meeting.

The following amendments as follows: Changes, additions in italicized, underlined. *Example.* removal of points strikethrough. ~~Example.~~

AMENDMENTS

Section III – PROCEEDINGS AT GENERAL MEETINGS

1. Quorum

c) Members must vote in person/*or online* on all matters and is by a show of hands.

d) ~~Email voting will be accepted in the case of emergencies arising that need to be addressed quickly and does not allow time to call a general meeting.~~

Section IV - EXECUTIVE

3. Eligibility

a) Any voting member of the Council is eligible to serve on the executive, except employees *specifically of South Canoe Elementary.* or elected officials of School District No. 83 or the Ministry of Education.

Section VI – DPAC, AND EXTERNAL COMMITTEE REPRESENTATIVES

1. District Parent Advisory Council representative and Scholarship Administrator

a) One representative to the DPAC may be elected annually from among the voting members who are not employees *of South Canoe Elementary School)* or elected officials of School District No. 83 or the Ministry of Education.

3. Term of office

a) DPAC representative will hold office for a term of ~~one year.~~ *no more than 4 consecutive years)*

Section VII – CONDUCT OF EXECUTIVE AND REPRESENTATIVES

2. Representing the Council

a) Every executive member and representative must act solely in the interests of the parent membership of the Council.

b) *members at large will consult the executive prior to representing the PAC for official business.*

Section VIII – DUTIES OF EXECUTIVE AND REPRESENTATIVES

H. 1 *At the end of their agreed term, resignation, or upon new election of members, previous executive members waive their duties and rights to act on behalf of the executive PAC. With the exception of facilitating the transition of the new executive into their role.*