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**Springvalley Elementary School
PAC Meeting Minutes
December 7, 2022**

The Springvalley Elementary School Parent Advisory Council acknowledges that this meeting is being held on the unceded, traditional territory of the Okanagan People

1. Call meeting to Order

-Start time 07:07pm

2. Welcome and introductions

-Attendance: David Coats, Maria Cicchelli, Breanna Kelly, Kevin Gourlay, Mia Gordon and Michelle Nickerson
-Danya via zoom

3. Adoption of Agenda

-Mia motion, Kevin second
-All in favor – Carried

4. Adoption of Minutes

-Mia motioned as amended
-Breanna seconded
-All in favor- Carried

5. Officer's Reports:

a) President's Report

- 5 binders purchases for PAC executive and 1 each for hot lunch, gaming, monster bash, craft fair and year end event
- cost \$144 money taken out of craft fair earnings
- cash box, candy canes and baskets for raffle purchased for craft fair
- Breanna, Michelle and Kevin met and reviewed paperwork for different banks (monthly fees, transaction Fees, ect.)
- decision made to switch from current bank to Prospera Community

b) Treasurer's Report

- reviewed monthly statement and account activity
- Still waiting to transfer banks or get signing authority sorted out
- Breanna motioned to move to Prospera Community, Danya second, all in favor- Carried
- Now have ability to accept etransfers for hot lunch payments

c) COPAC reports

- Introduction of trustees
- Encouraged to invite trustee to fundraising event (Leanne T?)

6. Administration's Report

-David Coats reports

1. Jess Dance came for a day of dancing in the gym – Fri. Nov. 25th – any feedback from your kids?
Some found it hard, even though they take dance
2. 31 families being supported through Christmas Hampers
Pick up on morning or afternoon of 14/15
3. Winter Concert Dec. 14 and 15 in the gym from 6 – 7pm. Doors open at 5pm
Performances during the afternoon for the other cast to watch
4. Learning Summaries will come home on Thur. Dec. 15 – any feedback?

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5. Raise A Reader – Costco volunteers
6. More parent volunteers are coming into the building, and Mrs. Le has forms if anyone is interested

Safe travel to school – parents in parking lot, traffic needs to keep moving, kiss and drop – we need parent volunteers 8:10-8:30am, and 2:30-2:45pm

- Could we look at using Simpson drop off and walk through the walkway?
- Bus comes just before 9am, and returns at 2:15pm

Outdoor Learning Committee:

- Committee is interested in an outdoor learning space, but PAC has been raising funds for playground equipment for 4 to 5 years.
- Looking for structural engineers, red seal carpenters, and great fundraisers!

7. Committee Reports

- Safe Roots to school Committee
- Crossing guard, kiss and drop
- Meeting Jan 10 @ 02:45pm

8. Fundraising Report

A) Hot Lunch

Going well
More vendors in Jan-March
Some gluten free
Can accept e-transfer now
Not good idea to use Fat Burger moving forward, had errors in orders and small portion sizes

B) Purdy's

All orders are picked up
Profited approximately \$300
Given bonus box which was given to Randy (Cleaner)

C) Deileman's

Allowed orders to be delivered to school
Orders were already sorted and left in office
Profited approximately \$150

D) Christmas craft fair

Went very well
Profited approximately \$700 from table rental fees
All vendors sent a thank you card
Vendors from this event put on preference list for 2023
Thank you to Kevin for stepping up as Santa (planned person fell through from wardrobe issues)
Glitz & Glam donated Santa backdrop
Feedback was all vendors loved the community feels

C. Koga suggested future event of parking lot garage sale, rent out stalls,
PAC brainstorming: food trucks, Shredding truck, date during earth week?

9. Old Business

- Reached out to district – no response yet
- Able to use middle school's outdoor learning space

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- Tree Grant (Maria to look into)

10. New Business

- Outside electronic communication board (Mia and Danya look into pricing)
- Student volunteers to watch younger kids during PAC meetings to encourage higher attendance

11. Adjourn meeting

- end time 08:06pm

*** December meeting changed to January 11, 2023 @ 1900 ***