

PAC Executive Meeting Minutes

Date: Wednesday September 21st, 2022 **Type of meeting:** PAC Executive Meeting

Meeting start time: 6:17pm @ Brantford Elementary Library

Attendees: Navdeep Aujla (*Principal*)
Michelle Mark (*Chair*)
Anita Chin (*Vice Chair*)
Cathy Safadi (*Treasurer*)
Selena Lee (*Member at Large*)
Karen Johal (*Fundraising*)
Brenda To (*Secretary*)

Absent: Sandra Wu (CPF)
Jean Su (DPAC)

Agenda Item #1: Principal's Report **Presenter:** Mrs. Aujla

Discussion:

- > BBQ was very well attended – thank you to the PAC and families.
- > Drumming assembly brought a lot of energy. Great way to start the school year. Students enjoyed the drumming assembly.
- > Brantford is now almost fully staffed. Ms. Parks (LSS teacher) is leaving for a new position and the school will need to fill her position.
- > The BC Agriculture fruit and vegetable program will start at the school next Wednesday (Sept 28), the same day that Hot Lunch starts. Mrs. Aujla indicated that her experience with the program at Windsor school was that the fruit and vegetables were washed and served in the classroom (not taken home). Mrs. Aujla thought that whole fruits like apples and pears were sliced and suggested small dixie cups could be used for serving. The dixie cups would be purchased by the PAC. Two parent volunteers (Parm and Angela) have volunteered to coordinate this program. Cathy may know of other parents that want to help. The schedule for the fruit and vegetable is as follows: blueberries (Sept) baby carrots (Oct), pears (Nov) mandarin oranges (Dec), apples (Jan), snap peas (Feb), mini cucumbers (Mar), cheese (Apr), mini peppers (May) and grape tomatoes (June). The school opted out of the milk program,
- > Things are moving along and the students are all settled in classes. Lots of parents showed up for in-person intakes.
- > After school programs: drawing program (Young Rembrandt program) begins Monday Oct 2 and a basketball program will also be available this fall term.
- > Since covid, students have been struggling with friendship issues, especially girls. Currently we have a school counsellor that is available for two days of counselling. We have a youth and childcare practicum worker (Emily) coming in to help navigate and assist the counsellor on Tuesday and Wednesday.
- > Stream of dreams is confirmed for Oct 25-28. Teachers would like fish to be placed on the garden fence. Mrs. Aujla confirmed that the school will ask parents to fund the \$2/student for this program.

Agenda Item #2: Treasurer Report / Financial Situation

Presenter: Cathy Safadi

- Bank accounts: General account is estimated to be at \$18K by the end of the term (assuming about \$3K profit from hot lunch for fall term but will be more depending on how well silent auction does). We started out in September with roughly \$15K in the general account and \$8K in gaming account. We have yet to receive the 2022/2023 gaming (about \$7K) and district grant (few hundred dollars) funds.
- The FlipGive credit from last year has yet to be deposited (about \$340). Cathy requested Deepi (who organized the FlipGive account) be contacted to check when the deposit will be made.
- A \$281 cheque, written in June 2022 that was made out to Brantford, has yet to be deposited by the school. Cathy wanted to confirm Mrs. Aujla was aware of the cheque and it would be deposited. There are also other cheques written from June 2022 for Munchalunch credits (total of less than about \$20) that have yet to be deposited. Cathy has sent emails to those families again reminding them to deposit the cheques.
- A tentative budget for 2022/2023 was provided to Mrs. Aujla for review to show what requested items by the school were incorporated and what items could not be covered at this time by PAC funds and if she wished to reprioritize anything.

Agenda Item #3: Fundraiser Updates

Presenter: Anita Chin, Karen Johal, Cathy Safadi

Discussion:

- Cathy indicated we made a modest profit (\$190) for the Back to School BBQ. This modest profit was expected as we set the food prices to basically break even and keep costs low to encourage families to attend rather than make money from this event. It is very difficult to estimate how much extra food to purchase for cash sales and even though we had about 100 extra of each item (burgers, hot dogs and drinks) we sold out of everything by about 4:30pm. Pre-orders were very strong at about 350 pre-ordered burgers and hot dogs.
- Anita mentioned an apple (Sun-Oaka) fundraiser that may be worth considering as a friend of hers had a good experience with the fundraiser.
- Anita also discussed pizza fundraiser possibilities offered by Dominos and Fresh Slice.
- Karen brought up a babysitting course fundraiser – students can take a babysitting course (offered by First Aid Hero) and for each registration the PAC gets \$5.
- Discussed whether there was time and resources for PAC to take on the Haunted house for Halloween. Considered potentially having a volunteer parent leading the event but we likely would need all new supplies as the historical decorations may be stored in open containers behind the gym and there is mice activity (droppings) noted there. PAC would need to check how the supplies were stored and if usable or need to dispose for sanitary reasons.
- Discussed having a Volunteer tab on our PAC website so that parents can see a list of where they can help volunteer – similar to what was included in the first PAC newsletter ie: which event, what tasks etc.
- Discussed pumpkin patch event for Oct 28th – Karen volunteered to pick up the pumpkins. Mrs. Aujla will speak to teachers to see if they want an activity for the kids to choose pumpkins and if teachers want any pumpkins for classroom activities during the week. Discussed how many pumpkins, times of drop off, pick up

Items on agenda that did not get discussed due to time limitations:

- Any other updates
- Open the floor for comments and suggestions
- Next meeting times (this was discussed after the completion of the 7pm General meeting)

Meeting adjourned: 7:00pm

Next PAC Meeting: October 12th, 2022 @ 6:00pm in person @ Brantford.
