PEXSISEN PAC Meeting Minutes

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| Location: | Spencer Middle School |
| Date: | 24 May 2022 |
| Time: | 6:30pm |
| Attendees: | Admin: Karen De Cicco (Principal), Ceildh Deichmann (Vice Principal)  Executive: Jennie Nilsson (President), Tory Davis (Vice President), Lyall Chalmers (Secretary), Louise McKenzie (SPEAC Representative), Tracy Roarty (Comm. Officer), Heather Fulmore (Fundraising Chair)  Members at Large: Heather Morin, Matthew Morin, Ghizlane Erriham, Ruline van der Westhuizen, Kara Guan, Tine Lum, Cindy Harris |

Agenda items:

* Welcome & intros
* Admin Update
* PAC E-mail addresses
* Finance & fundraising
* Constitution and Bylaws
* Regular meeting dates
* Additional Items

Territorial Acknowledgment.

Welcome & Intros:

Admin Update:

* Construction remains on target for opening bell in September.
* No more information on childcare being provided by Beacon Services
* ~325 students currently enrolled. 91 kindergarten students. Expect ~100 K’s by September
* Kindie drive to take place 9-11 on 21 June 2022 at Willway School. Admin email to come. \*Thank you to the PEXSISEN kindergarten staff for making this happen\*
* Teachers mostly hired. EA’s soon.
* School website expected at the beginning of June.
* School supply list to be posted online & will be available at local stationary stores (Monk office, Walmart, etc,) \*Thank you Ceildh Deichmann for creating this list\*
* Working with local Songhees artists to create mural. Open hands & constellations to be central theme.
* A virtual tour of the school will be sent out by admin near the end of June.
* No Mascot announcement expected until October. Will be following SD62 policy No.: C-435.
* PISE will be onsite the first week for group building activities with the 1-5 classes.
* 1-5 classes to be set by the end of the first week.
* Kindergarten dates: Orientation 09 Sept. 12 & 13 Sept to be half days. Classes to be set by 16 Sept.
* Important dates:

19 Sept-Pro D

26 Sept-Picture day

28 Sept-meet the teacher night (open for discussion)

30 Sept-Truth & Reconciliation day

Email Addresses:

* PAC executives to start using PAC specific email addresses to avoid using personal email addresses. To be done via Gmail to allow shared access to google drives.

Finance & Fundraising:

* Request for SPEAC to send a letter to other district schools to ask for them to donate their gaming grant from the students that are leaving their schools to attend PEXSISEN. No money expected until October.
* 2 scholastic book fairs have been booked.
* Brainstorm fundraising ideas;

Bottle Drive (no sort they take 20%), Concessions at school events (Meet the teacher night, Grand opening, etc), PFC 50/50, Krispy Kreme, Purdy’s Chocolates, Cheese, Art cards-winter & spring, Coffee, Flowers, Spirt wear, Walk-a-thon, Mables Labels, Read-a-thon, Gift day, Raffle, Movie night, Pancake day, Ice cream social, Spring fair, Fun day, Corporate sponsorship

* The PAC to decide which fundraising ideas will work best with our school and our community while being mindful not to over ask from the parents. The PAC will also hold community minded events that are not fundraising events as well as giving back to PEXSISEN staff.

Constitution & Bylaws:

* Jennie Nilsson, Tory Davis & Andrea Clark will develop our PAC constitution using the sample provided by SPEAC. They will work with the Centre Mountain Lellum PAC. Once the constitution is finalized it will brought to a meeting and a motion will be raised for it to be passed.

Meeting Dates:

* 2nd Wednesday of every month. 6:30pm

Additional Items:

* Kara Guan to take the lead on the Hot lunch program with the help of Cindy Harris.
* PAC Newsletter; 1/month to start. Possibly to be in admin newsletter. To be paperless
* Hot lunch questions from Teams; Hot lunch is a fundraiser where parents order lunch for their kids online and volunteers bring the lunch to the school and deliver it to the students. Various vendor options will be available in accordance with SD62 guidelines. A donation option will be available. Student accessibility & equity will be a priority. Frequency to be decided.
* Child Care during PAC meetings to be decided.

Next Meeting:

* 08 June 2022 6:30pm Spencer Middle School (location to be confirmed)

**Meeting adjourned: 7:54 PM**