

## LPAC Meeting Minutes – 16<sup>th</sup> September 2019, 7:18 pm

**Attendees:** Lindsay Carter, Juanne Stewart, Carrie Smith, Tracy Hunter, Becky Jacobson, Carolyn Parson, Hillary Moran, Lori Crump, Bob Gill, Allison Bran, Karynn Johnson, Terri McCaskill, Lindsay Ansell, Tia Tang, Sheila Hui, Daysi Cano, Michelle Zorzenone, Shelly Verbeek

***\*\*Italicized – Denotes Action Items\*\*\****

| Agenda Item                                  | Discussion  |
|--|---|
| <b>Approval of minutes from LPAC meeting</b> | May meeting minutes to be approved at October's LPAC meeting  |
| <b>Principal's Report</b>                    | <ul style="list-style-type: none"> <li>• At staff meeting, discussed solid structure on how to support learning at Leigh</li> <li>• Numerous school committee initiatives and overarching structures               <ul style="list-style-type: none"> <li>○ Professional development committee</li> <li>○ Self regulation committee</li> <li>○ School student wellness committee</li> <li>○ Action plan for learning</li> </ul> </li> <li>• School goal is self regulated learning – to develop metacognition and to improve literacy achievement</li> <li>• Literacy district pilot – early primary reading assessment and this happening for K-5               <ul style="list-style-type: none"> <li>○ Mrs Eastman and a number of other teachers are also involve this year</li> </ul> </li> <li>• 434 students were registered in April for the beginning of this school year               <ul style="list-style-type: none"> <li>○ As of first week of September, now have 446 settled students</li> <li>○ Tentative organization in the spring and now have 20 divisions</li> <li>○ Classrooms are now settled and moving forward</li> </ul> </li> <li>• Mrs Hunter announced that she is going to be offering a Coffee and Conversation once every month in the library</li> </ul> |
| <b>Treasurer's Report</b>                    | <ul style="list-style-type: none"> <li>• Gaming grant was renewed - \$10,000/year</li> <li>• Fundraising schedule has been set to for this year</li> <li>• Nothing surprising from last years budget</li> <li>• Social responsibility was not used as speaker that came spoke for free</li> <li>• Proposed budget for 2019/20 was reviewed               <ul style="list-style-type: none"> <li>○ Motion to accept this years budget was put forward and approved</li> </ul> </li> </ul>  |

| Agenda Item                      | Discussion  |
|----------------------------------|---|
| <b>Committee Reports</b>         | <ul style="list-style-type: none"> <li>• Hot lunch <ul style="list-style-type: none"> <li>○ Budget was set at \$4000; had 130 sales since opening Muchalunch in September</li> <li>○ Requested that all emails about hot lunch be sent to Leigh PAC gmail</li> </ul> </li> <li>• Fruit and Veggie <ul style="list-style-type: none"> <li>○ Will know next week if there is anyone able to organize the fundraising</li> </ul> </li> <li>• Classroom liaison <ul style="list-style-type: none"> <li>○ Will be added to LPAC constitution- adding new role outlining classroom roles, responsibilities and frequency</li> <li>○ Will be discussed at October's PAC meeting</li> </ul> </li> <li>• Fundraising Committees <ul style="list-style-type: none"> <li>○ Pub night October 25<sup>th</sup> <ul style="list-style-type: none"> <li>▪ Deposit was paid in June and tickets sales will launch next Monday for two weeks on Munch</li> <li>▪ Can sell 300 tickets; details to sent via classroom liasons</li> </ul> </li> <li>○ Card project <ul style="list-style-type: none"> <li>▪ Kits were mailed today, and will be collected on October 10</li> </ul> </li> <li>○ Winter Wonderland <ul style="list-style-type: none"> <li>▪ Reminder again that this is not a PAC event but a fundraiser event by the kids</li> <li>▪ Date has been changed to February 7/8; setup and take down at one time</li> <li>▪ Budget has been sent and seeking approval</li> <li>▪ Purposed charity to be determined</li> </ul> </li> <li>○ Emergency Preparedness <ul style="list-style-type: none"> <li>▪ 3 quotes have been received</li> <li>▪ Report back at next months PAC meeting</li> <li>▪ Kits will be sold to families; proceeds will allow PAC to purchase new emergency supplies for the school</li> <li>▪ <b><i>Inventory of current school supplies will need to be done</i></b></li> </ul> </li> <li>○ Staff Appreciation <ul style="list-style-type: none"> <li>▪ May 5<sup>th</sup></li> <li>▪ Looking for Volunteers for this committee</li> </ul> </li> <li>○ Plant Sale pickup – May 7<sup>th</sup> <ul style="list-style-type: none"> <li>▪ Will also do a Christmas plant sale with a pickup date earlier in December</li> </ul> </li> <li>○ Grade 5 ceremonies / Committee <ul style="list-style-type: none"> <li>▪ Tracy and Daysi are taking this on</li> <li>▪ Sweatshirts samples will be dropped off at school</li> <li>▪ Organize kids getting sized</li> </ul> </li> <li>○ Carnival <ul style="list-style-type: none"> <li>▪ Last years carinval did very well, made \$3100</li> <li>▪ Positive feedback about reptile guy</li> <li>▪ Tried to move carnival date to earlier this year, but could not be done and date has been set for June 5<sup>th</sup></li> </ul> </li> </ul> </li> </ul> |
| <b>New Business</b>              | <ul style="list-style-type: none"> <li>• None</li> </ul>  |
| <b>Meeting adjourned 8:15 pm</b> |   |

| Agenda Item  | Discussion |
|--|------------|
| <b>Next PAC meeting; Monday 7<sup>th</sup> October at 7:15pm</b> |            |