



## Meeting Minutes

Date: Wednesday May 19, 2021

Location: Zoom Online

Time: 6:30pm

Attendees: Toshi Carleton, Stephanie Matheson, Tegan VandenBoer, Jennifer Graham, Stephanie Davis, Merrilee Watts, Shelley Perry, Jodie Rowe, Siobian Smith, Amber Davis, Tyla Langdon and Lauren Neilsen.

### **Welcome/Call to order at 6:30pm.**

Introduction of executive PAC and attendees.

### **Approval of Agenda**

Approved: Jodie

Seconded: Tyla

### **Minutes from**

Approved: Jennifer

Seconded: Jodie

### **Principal's Report - Toshi**

- April was Jump Rope For Heart Month; we raised \$2000 in online donations!
- April 19 to 23: Earth Week included litterless lunches, community clean up, Earth day assembly and celebration of the cedar Giving Tree.
- Volunteers are needed during the summer to hand water the new cedar tree.
- The water in the garden isn't working and this is being looked into.
- Two new garden beds were donated by Farm Roots and division 3.
- A school vision survey will be sent out to families from the district.
- April 30: Super Hero Day
- School wide focus will be numeracy.
- Classrooms are being painted, starting with Mme. Hains class.
- May 3 to 7: emergency awareness week and school had a Earthquake drill.
- May 14: Mystery Run
- There will be some new teachers for September as Mme. Jacobs and Mme. Dockerill are leaving. Mme. Seguin is also leaving as Ms. Spargo is returning in the fall.
- LE is adding one division for a total of 22 divisions (11 English and 11 french).
- A cultural celebration will be put together for families to show how they have celebrations (helps the students learn about anti-racism) as well as our school has skin-coloured crayon packs to reflect multiculturalism.
- May 28: Jersey Day
- May 31 to June 4: bike to school week.
- Virtual talent show submissions are needed.
- Gaming monies have been spent: \$500 is available for grade 7 yearbooks. Thank you PAC for your contributions!
- *Question from Tyla: have teacher positions been posted and filled? Yes, as per Toshi.*

- *Question from Tyla: where are the cracks in the pipes located in the garden? Same spot as previous years?* Tegan advised the cracks are in a different spot underground.
- *Question from parent: is the fresh fruit program cancelled this year?* Toshi advised it was cancelled for this year. Stephanie confirmed she has registered the school for next year and hopefully the program will run.

### **President's Report - Tegan**

- Bottle Drive has raised \$9000!
- Harder year for fundraising due to covid but the PAC managed to run some great fundraisers and still raise money.
- The PAC Zoom meetings were successful!
- **Thank you Jennifer Graham for all your hard work over many years with the LE PAC, we will miss you!!**

### **Treasurer's Report – Merrilee**

- CIBC to BMO: gaming account to open in June.
- PAC's biggest goal this year was raising money for the Playground Project / 50% of this year's fundraisers were dedicated to the Playground Project.
- As of May 2021:
  - \$7,793.76 raised in the General account.
  - \$17,000 was planned to be spent.
  - \$19,000 in gaming account.
  - \$5100 went to the Playground account.
  - \$5,966 to the Teachers spending list.
- Evans Lake money and \$1,193 needs to be voted on by the Executive PAC on how to be re-allocated and spent.
- Evans Lake is booked for Fall 2021.
- *Question from Toshi: the school has \$300 to spend for the grade 7 picnic lunch, could the PAC top up for swag bags/amazing race for grade 7's?* Tegan suggested to use the Evans Lake money or gaming money for this; however, Jennifer reminded the PAC that this would need to be brought up and voted on at a budget meeting.

### **Committee Updates**

#### **Garden Committee – Tegan**

- No water working at the garden.

#### **DPAC – Stephanie**

- Budget will be posted on the DPAC website and there was also an elections meeting.

#### **CPF – Jodie**

- CPF Delta chapter is looking for volunteers to help the Executive roles. To get more info and to see expectations and rules, email [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) and cc: Jodie.

#### **Playground – Tyla**

- Still waiting to hear back from the school board as the plans had been given to them.

- Hoping to break ground spring 2022.
- Funding is super close! We are able to start on the rain garden first.
- *Question from Tyla: has money from the Savings Card been transferred?* Merilee advised \$2,494 is to be transferred.
- Almost \$32,000 is held in trust.
- \$32,700 is in the playground account.
- \$35,000 school board grant.
- \$45,000 City of Delta grant.
- Will have a total of \$120,000 raised so far!
- May 30 to June 6: Online Auction put together by Lauren and Cheri. The goal is to raise \$4000.
- *Tegan advised Tyla a cheque for \$3000 is coming from the Bottle Drive.*
- Clothing Drive made \$56.
- Shred-A-Thon made \$1,100
- Chopped Leaf coupon made \$25
- The Playground Committee will re-group to think of more fundraisers.
- **Looking for big donors and someone to help handle donations.**
- Looking for more grant opportunities.
- LE PAC website is up and running!! [www.ladnerelpac.com](http://www.ladnerelpac.com)
- Created By Kids is booked for delivery November 2021 / orders due October 2021.
- **Executive PAC Elections**
- No new nominees stepped forward to run for the Executive PAC positions.
- The following persons have been voted in for the Executive PAC with zero opposed:
  - President: Tegan VandenBoer
  - Vice President: **open position**
  - Treasurer: Merrilee Watts
  - Secretary: Amber Davis
  - DPAC rep: Stephanie Davis
  - CPF rep: Jodie
  - Member at Large: Tyla Langdon
  - Member at Large: Shelley Perry
  - Member at Large: **open position**
- **Two Executive positions remain available! Please email [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) or attend the next PAC meeting on June 16<sup>th</sup> if you are interested.**

### **Old and New Business / Questions**

- Meridian Farm Market Gift Cards are now available for purchase through the PAC.
- Going forward, e-transfer payments will be accepted by the LE PAC.
- *Question from Tyla: will Toshi be staying at Ladner Elementary?* Toshi confirmed that herself and Stephanie Matheson will be staying at LE.

*\*Toshi and Stephanie left the meeting at 7:23pm\**

- *Question from Tyla: is the PAC able to get a detailed report of teacher spending PAC monies?* Tegan advised there is a spreadsheet that is updated by school admin and she will request it from the office.
- Tyla advised when she attended the DPAC meeting, they suggested PAC's only reimburse school spending and not hand out monies at the start of the year in order to

watch closely what money is being spent on. This will be considered for the start of next school year by the PAC.

- Tyla suggested PAC bylaws should be changed to reflect spending rules as well as all Executive PAC should sign a letter each school year to approve and agree on current bylaws and restrictions. *A suggestion was made that perhaps the PAC secretary can look after this.*
- As per Tyla, fundraisers should be sanctioned by the school because the money is going to them.
- Tyla has suggested to draft up a vendor agreement when working with vendors. Agreement would contain start and ending dates as well as agreed on percentage that would go back to the PAC.
- Jennifer advised an amendment can be added to the bylaws regarding vendor fundraisers.

**Next meeting: Wednesday June 16<sup>th</sup>, 2021 at 6:30pm via Zoom.**

Adjourned at 8:15pm.