

Northridge Elementary School – PAC Meeting Minutes – June 21, 2023

Members present meeting: Robyn Heath, Lindsay Swan, Alissa La Faver, Katie Hebert, Lindsay Plumb, Nicky Reid, Megan McConnell, Lindsay Plumb, Kerry Lynn Weatherhead, Melanie Heidorn, & Danielle Eeuwes.

6:44pm Meeting is Called to order – Land acknowledgment provided by Kerry Weatherhead.

	Topic	Discussions/Updates	Resolutions/Tasks
1	Executive Summary – Lindsay Plumb		Northridge.pac.info@gmail.com
1a	Previous Minutes – May 3, 2023	<ul style="list-style-type: none"> December minutes have not been completed yet. 	<ul style="list-style-type: none"> May minutes have been reviewed and a motion was made by Alissa to accept the minutes and seconded by Melanie. All in favor.
1b	Call for nominations & Election	Nominations & results: <ul style="list-style-type: none"> Chair: Lindsay Plumb Vice-Chair: Kerry Lynn Treasurer: Melanie has had the seat for 4 years Secretary: Danielle has had the seat for 3 years Hot Lunch: Robyn Fundraising Committee chair: Melanie Parent Partners: vacant Grade 5 Hoodies/Spirit Wear: Robyn, Danielle, & Melanie Healthy Schools Committee Chair: Korry Elliott & Alissa 	<ul style="list-style-type: none"> Open positions will be reviewed in the September meeting.
2	Administration Update – Lindsay Swan		
2a	Class Photos & individual photos	<ul style="list-style-type: none"> Lifetouch - Want to have the class picture and the individual photos taken on the same day. \$2 per student and everyone receives a class photo. \$10 for a class photo Discounted amount if order a package and a class photo. 	<ul style="list-style-type: none"> Will discuss in the September meeting to determine how to proceed. Lindsay Plumb will connect with a sports photographer to see if they might be interested in completing the class photographs.

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		<ul style="list-style-type: none"> Used Edge previously 	
2b	Computer Lab	<ul style="list-style-type: none"> Need to decommission the computer lab (29 computers) & iPads (24+). Tanya request letter to the PAC. 	<ul style="list-style-type: none"> Request for the PAC to purchase: 10 iPads (64 GB \$419) 10 iPad minis (64GB \$609) The PAC is interested in learning more to determine funding that might be available in September.
2c	Upcoming Events	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Grade 5 grad on Monday – Subway has been ordered and a cake has been sourced. Fun day on Wednesday afternoon – Katie D has the freezies and left over water, chips and candy bags that will be used. Picnic lunch on Thursday afternoon
2d	Class Composition	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 260 students next year currently Currently staffed for 12 divisions but have also created a plan for 13 divisions. Artificial Intelligence has been used to plan for the initial classes and then staff have provided feedback for changes. Currently planning for mostly splits in both versions for the class composition.
2e	Staff Updates	<ul style="list-style-type: none"> Leslie Hall is retiring Nicole Dimena & Kylie Neiser leaving Hiring Chelsea Tibo Amanda job share Barb Adams – learning support teacher is leaving PE teacher I sleaving Naomi Russel – maternity leave Misha smart – artist in the community – Fridays in the fall Pat (EA) and Megan (DEA) leaving 	<ul style="list-style-type: none"> Thank you gifts from the PAC will be prepared for the staff that are leaving.

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	General		
3	Treasurer Report	<p>Current Balances:</p> <ul style="list-style-type: none"> • Chequing: \$9,083.20 (reserved hot lunch money is \$3400) • Savings: \$0 • Gaming: \$14,541.71 	<ul style="list-style-type: none"> • Please refer to the treasurer report for additional details. • A separate account has been created to have the hot lunch money in.
4	Facebook Groups	<ul style="list-style-type: none"> • Northridge Families (parent, guardian, or caregiver group) – families can connect and discuss what they want • Northridge Elementary School PAC page – information shared from the PAC to the school community 	<ul style="list-style-type: none"> • Families can join the Northridge Facebook groups to stay connected with the Northridge community.
5	Fundraising Committee	<ul style="list-style-type: none"> • Email any questions or concerns to: Northridge.pac.fundraising@gmail.com 	<ul style="list-style-type: none"> • Gross currently \$10,000 from the fun fair and raffle. • Had over 150 volunteers to run the events. Next time try to approach more high school students and the Girl Guides program to recruit more volunteers. • Look to have people in charge of aspects of the fun fair to divide up the workload throughout the year (e.g., volunteers, games, inflatables, wristbands, concession, entertainment, silent auction). • Possibly spray paint lines on the ground to indicate the line ups for the items on the field. • Possibly place the games that were in the classrooms in the field with tents. • Attempt to have volunteer sign up on one page with Sign Up Genius.

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6	Hot Lunch Committee	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Will have three terms for hot lunch orders – October to December, January to March, and April to June. The dates of the hot lunch orders will be given ahead of time. Opa lunch has been running at a loss to the PAC. Lindsay Plumb will create a hot lunch email that can be used. Robyn will check the families that have not paid for hot lunches orders and the families with credits on their accounts and contact them.
7	VCPAC Update	<ul style="list-style-type: none"> Meetings are held the second Tuesday of the month and there is still a zoom option to attend the meetings. 	<ul style="list-style-type: none">
8	School Merchandise	<ul style="list-style-type: none"> Email any questions or orders to: northridge.pac.merchandise@gmail.com 	<ul style="list-style-type: none"> Topic was not discussed.
9	Naturescape/ Outdoor Playground	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Lindsay and Danielle will continue to update the PAC as information is received.
10	Shelter	<ul style="list-style-type: none"> Discussed bench options and funding that was available to purchase the benches. 	<ul style="list-style-type: none"> Lindsay Plumb made a motion to spend up to \$7000 on the benches for the shelter. Alissa seconded the motion and all in favor.
11	Healthy Schools Update	<ul style="list-style-type: none"> Email any questions or concerns to: northridge.healthyschools@gmail.com 	<ul style="list-style-type: none"> Topic was not discussed.
12	Parent Partners	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Topic was not discussed.

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13	Parent Education	•	• This topic was not discussed.
14	Road Safety	•	<ul style="list-style-type: none"> • Could look at connecting with Safe Routes to School in Saanich. • Could put out the slow down signs around the school property/routes to school. • This topic can be discussed again in September to determine possible advocacy actions.
Outstanding Tasks from Previous Meetings			
14a	Retirement Gifts	•	• Nicky has purchased mugs and we have an engraved rock for Leslie.
	Time of next meeting	• September 6, 2023 at 6:30pm in the school library.	

Meeting adjourned at 8:59pm

Meeting Notes Submitted by Danielle Eeuwes