

Northridge Elementary School – PAC Meeting Minutes – September 6, 2023

Members present meeting: Robyn Heath, Lindsay Plumb, Lindsay Strange, Lindsay Swan, Dayna Beuthin, Kerry-Lynn Weatherhead, Melanie Heidorn, Alissa La Faver, & Danielle Eeuwes.

6:37pm Meeting is Called to order – Land acknowledgment provided by Kerry-Lynn Weatherhead.

	Topic	Discussions/Updates	Resolutions/Tasks
1	Executive Summary – Lindsay Plumb		Northridge.pac.info@gmail.com
1a	Previous Minutes – June 21, 2023	<ul style="list-style-type: none"> December minutes have not been completed yet. 	<ul style="list-style-type: none"> June minutes have been reviewed and accepted.
1b	Calendar of Events	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Has been shared and can be reviewed at the start of each meeting.
2	Administration Update – Lindsay Swan		
2a	Class Composition	<ul style="list-style-type: none"> Still sitting at 12 classrooms. Rotation has gone well for the majority of the students to build community and build relationships. Class compositions have been submitted to the district and the school is waiting to hear back on permanent classes. Hopefully will hear back from the district late this week or early next week. 	<ul style="list-style-type: none"> Feedback to slow down the rotations, to possibly have only a couple teachers per day, and to try to have at least a friend in a class to support students who could benefit from the social support.
2b	Computer Lab & Technology	<ul style="list-style-type: none"> Need to decommission the computer lab (29 computers) & iPads (24+). District gave the school 18 iPads. 	June request for the PAC to purchase: <ul style="list-style-type: none"> 10 iPads (64 GB \$419) 10 iPad minis (64GB \$609)
2c	Staff	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Added Mrs Tebo and the rest of the teachers are consistent from June. Have 4 open seats in the school and then a new teacher would be needed – 261 students currently

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			<ul style="list-style-type: none"> • If added another division then will be adding another teacher.
2d	Feeding the Futures Fund	<ul style="list-style-type: none"> • Snacks • Food for families over breaks • Possible for the fund to cover hot lunch 	<ul style="list-style-type: none"> • Lindsay Swan will inquire if the fund will cover hot lunches for families in need.
2e	Strings	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Planning to hold it for grade 5's on Monday and Wednesday mornings prior to school.
	General		
3a	Treasurer Report	<p>Current Balances:</p> <ul style="list-style-type: none"> • Chequing: \$14,645.51 (reserved hot lunch money is \$3400) • Savings: \$0 • Gaming: \$14,745.45 	<ul style="list-style-type: none"> • Please refer to the treasurer report for additional details. • Possible items to discuss for purchase in the future: electric sign at the front of the school, Hawk logo at the front of the school, basketball nets outside, signage in the garden, chain link fence/split rail fence, and front door wheelchair door opener. • Lindsay Swan will consult with facilities on the chain link fence/split rail fence cost and the front door wheelchair door opener and report back to PAC.
3b	Budget	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Danielle made a motion to accept the budget as presented and Robyn seconded the motion. All in favor. • Please refer to the budget report for additional details.

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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 	<p>Potential Options:</p> <ul style="list-style-type: none"> • Student Holiday shopping • Craft Fair • Music Bingo • Fun Fair • Monk School Supplies • Country Grocer Receipts • Tree Chipping • Bottle Drives • Floral Winter & Spring • Red Barn gift cards • Purdy's winter & spring • Fall Raffle • Art cards
6	Hot Lunch Committee	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • October 6 is the first hot lunch day. • Planned to have pizza, sushi, Subway, and possibly High 5 chicken. • Price points are increasing at each of the restaurants. • Robyn to look into if the restaurant should be charging GST on the food to the school. • Will offer paper forms for families who may not be able to navigate the online ordering system.

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7	VCPAC Update	<ul style="list-style-type: none"> Meetings were held the second Tuesday of the month and there is still a zoom option to attend the meetings. 	<ul style="list-style-type: none"> Kerry-Lynn can possibly do it if the meetings are still available on zoom.
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"> Lindsay Plumb to obtain the password information from Jen to pass along the email to Danielle, Robyn, and Mel.
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"> 	<ul style="list-style-type: none"> Cheque has been provided to the school to give to the district to purchase the benches.
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"> No update was provided. Safe routes to school was not discussed.
12	Parent Partners	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Lindsay Swan to inquire if a form can be included in the student package or in the parent connect to consent for the sharing of contact information in a class list.
13	Parent Education	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> No one volunteered to complete this position.
14	Teacher Requests	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> No teacher requests were presented.
15	School Photos	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> No date has been provided yet.
16	Fun Fair	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Tentatively plan for May 31 if enough people volunteer to lead a section of the fun fair tasks.
17	Back to School BBQ	<ul style="list-style-type: none"> Need tables PAC information on the bulletin board 	<ul style="list-style-type: none"> Robyn, Dayna, and Kerry-Lynn to potentially work a shift at the PAC board.

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		<ul style="list-style-type: none">• Need volunteers to sell food tickets and cook the food.	<ul style="list-style-type: none">• Possibly see if Emma can help to create the PAC board.• Joanne to put a request out for volunteers.
18	PAC Recruitment	<ul style="list-style-type: none">•	<ul style="list-style-type: none">• Kerry-Lynn to create something that can be sent home with the student packages about the PAC.
Outstanding Tasks from Previous Meetings			
		<ul style="list-style-type: none">•	<ul style="list-style-type: none">• None discussed
	Time of next meeting	<ul style="list-style-type: none">• October 4, 2023 at 6:30pm in the school library.	

Meeting adjourned at 8:40pm

Meeting Notes Submitted by Danielle Eeuwes