**Members present meeting:**  Robyn Heath, Lindsay Plumb, Lindsay Swan, Melanie Heidorn, Kerry-Lynn Weatherhead, Katie Hebert, Dayna Beuthin, Denise B, Mel Castillo (via zoom), and Danielle Eeuwes.

6:44pm Meeting is Called to order – Land acknowledgment provided by Lindsay Plumb

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|  | **Topic** | **Discussions/Updates** | **Resolutions/Tasks** |
| **1** | **Executive Summary – Lindsay Plumb** | | [**Northridge.pac.info@gmail.com**](mailto:Northridge.pac.info@gmail.com) |
| **1a** | Previous Minutes – November 1, 2023 |  | * Motion to accept the November minutes made by Robyn and seconded by Dayna, passed unanimously |
| **1b** | Land acknowledgement |  | * Lindsay Swan will discuss this topic with the grade 5 leadership team to see if they will create a land acknowledgement. |
| **2** | **Administration Update – Lindsay Swan** | |  |
| **2a** | Reporting |  | * Ministry changes have occurred for the reporting. * District has made some changes to how the reporting will be completed to try to provide a standardization piece across schools. * Curricular competencies will be provided via a link to the information. * Reporting will be two pages specific to each student. * Reports will be digital and will be accessed through the parent connect portal and will be there to access in the future. * Self assessments will be included as well as supplementary teacher reports (e.g., music, ELL, inclusive learning). |
| **2b** | Courtyard | * Time spent with the education assistants during the last pro-d day to determine a vision that they have for the use of the courtyard. | * Toys that can be used in the courtyard have been locked up and students are picking one toy and then trading it for a new one. * Classes around the courtyard have the cushions that they can bring out to use and take back. |
| **2c** | Automatic Door |  | * Has been installed at the front door. |
| **2d** | Fencing |  | * Facilities will be fencing the parking lot so that there is one entrance to the parking lot to increase student safety. |
| **2e** | Shelter | * Has lots of rain coming off the roof when it rains. Possibility of looking at how to prevent the mud around the shelter (e.g., rain barrel, gravel pit) | * Lindsay Swan has sent in a request to facilities to inquire about options but have not heard back. * Benches have been delivered and installed in the shelter. |
| **2f** | Winter Concert |  | * Ticketed event for the afternoon and evening events. * Raffle will occur for the cozy seating and for the gift baskets. |
| **2g** | Feed the futures |  | * Hamper items have been donated and the hampers are being created. * Modified lunch program will be started for students in need. * Food will be provided to families for over the school break. |
| **2h** | Digital sign board |  | * $30,000-$45,000 is the quote that was provided to install a digital sign board. |
| **2i** | Purchases |  | * iPads and cases have arrived, have been set up, and students are using them. * Soccer balls have arrived * Story maker items have been ordered and will be ready in January. |
| **2j** | Art cards |  | * Possibly alternate each year Christmas season or Spring season to create the art cards. |
|  | **General** |  |  |
| 3 | Treasurer Report | Current Balances:   * Chequing: $5,139.48 * Savings: $0 * Hot lunch money (chequing 2): $2,068.29 * Gaming: $17,917.00 | * Please refer to the treasurer report for additional details. |
| 4 | Facebook Groups | * 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 | * Families can join the Northridge Facebook groups to stay connected with the Northridge community. |
| 5 | Fundraising Committee | * Email any questions or concerns to: [Northridge.pac.fundraising@gmail.com](mailto:Northridge.pac.fundraising@gmail.com) * Board game night – $181.50 * Fall raffle – $ * Art Cards –$1144.96 * Purdy’s – $800 * Floral - $540 | Upcoming events:   * Music bingo in February * Spring floral * Easter Purdys * Board game night in the spring |
| 6 | Hot Lunch Committee |  | * Subway is this Friday. * Robyn is working on finalizing the hot lunches for the new year. * Robyn will send the OP information to Mel to invoice Lindsay Swan. * Mel will send an invoice through square to Lindsay Swan for the OP families. |
| 7 | VCPAC Update | * Meetings were held the second Tuesday of the month and there is still a zoom option to attend the meetings. | * Kerry-Lynn attended the meeting. There was a discussion on the police liaison program and there will be a community meeting for parents and police working together. * Thus far, there is no known gang concerns at Northridge. |
| 8 | School Merchandise | * Email any questions or orders to: [northridge.pac.merchandise@gmail.com](mailto:northridge.pac.merchandise@gmail.com) | * Orders have arrived and been handed out. * Grade 5 hoodies have been delivered. * PAC contributed $165 for the OP grade 5 hoodies. |
| 9 | Naturescape/ Outdoor Playground |  | * A follow up email (to the October 30th email) has been sent to Karin Kwan trustee to see if the outdoor classroom has been discussed at the board meetings or what the next steps might be. |
| 10 | Healthy Schools Update | * Email any questions or concerns to: [northridge.healthyschools@gmail.com](mailto:northridge.healthyschools@gmail.com) | * Topic was not discussed. |
| 11 | Parent Partners |  | * Topic was not discussed. |
| 12 | Parent Education | * Qmunity – webinar option * Moms against racism – webinar option | * Lakehill and Strawberry Vale are interested in partnering for Qmunity. * Strawberry Vale & Mckenzie elementaries are interested in partnering for Moms against racism. * Possibly host a parent education night in February and one in April. |
| 13 | Teacher Requests | OT:   * Riftan Chair $800 has been approved – can use gaming funds - $1,027 is the quote   Buses:   * Mrs Kupiak - $120 per round trip for local trips   Equipment:   * Hockey Net replacement $132 * Mrs M - Cube chairs x2 $280 * Headphones $25 each? * Mr J – 12 Basketballs $263   Teacher Funds:   * Ms Adams | * Riftan Chair – Mel made a motion to increase the approved funds to $1,027. Robyn seconded the motion. All in favor. * Buses - $250 – Dayna made a motion to cover the cost of the buses. Danielle second the motion. All in favor. * Basketballs $263 – Lindsay made a motion to purchase the basketballs. Dayna seconded the motion. All in favor. * Barb Adams teacher funds $240 - Mel made a motion to provide .06 of the teacher funds. Danielle seconded the motion. All in favor * Hockey Net – Mel made a motion to spend $131.12 on the hockey net. Dayna second the motion. All in favor. * Cube chairs Robyn made a motion to spend $280 to purchase the cube chairs. Kerry-Lynn second the motion. All in favor. * Headphones $1200 - Kerry-Lynn made a motion to purchase the headphones. Danielle seconded the motion. All in favor. * Lindsay Swan will share what they have for a purchasing budget and what they are spending the money on. |
| 14 | Fun Fair | * Mel project manager, Megan food, Joanne volunteers, (TBD) games/inflatables, (TBD) raffle classroom baskets, (TBD) 50/50, Kerry-Lynn advertising, Danielle other entertainment, (TBD) set up, (TBD) clean up, Robyn wristbands, and (TBD) concession. | * Scheduled for May 31, 2024 * Inflatable entertainment have been ordered * Prizes have been ordered * Big Boi Ice Cream Truck has been confirmed * Kerry-Lynn will send out a save the date. |
| 15 | Monthly  Staff Thank You | * Has not occurred in November yet. | * Planning to complete a joint November/December appreciation. |
|  | **Outstanding Tasks from Previous Meetings** | | |
|  | School Photos | * Lindsay Plumb to confirm pricing and details about class pictures with Stephanie Raymond. | * Lindsay Plumb will follow up with Stephanie. |
|  | Time of next meeting | * January 10, 2024 at 6:30pm in the school library. | |

Meeting adjourned at 8:17pm Meeting Notes Submitted by Danielle Eeuwes