

South Meridian Elementary School – PAC Meeting Minutes

April 16, 2025, 6:30 pm, via Zoom

Welcome and Introductions

- Present: Rhian Walker, Co-chair; Marloes Holland, Co-chair; Courtney Peluso, co-VP; Kayla McKinlay, co-VP; Marilyn Fransen, Secretary; Andrea LaPointe, Principal; two other parents
- Absent: Wendy Bloye, Treasurer

Motion to Approve the Last PAC Meeting's Minutes (Mar. 5)

- The minutes were distributed with the notice of this meeting.
- Courtney motioned they be approved.
- Kayla seconded.
- Vote: Approved

Principal's report – Andrea LaPointe

- **Activities**
 - **School Sports Day – Will be June 13.** The school/teachers are happy to have the PAC there to host a concession and interact with parents.
 - **Track and field.** “Track attack” coming up starting this month for grades 3 and up – in-school opportunity to try different events.
 - **The mini meet** [extracurricular competitions with other schools] is not until **June 3** this year. [Subsequent to the meeting it was determined there will be **two mini meets: May 28 and June 3**. Some classes have field trips planned so may miss one.]
 - Signup date for extracurricular track is not known yet.
- **AV Project**
 - Everyone is very happy with the new system.
 - The last amplifier (mentioned in the last minutes) is now in place.
 - Andrea was also able to purchase a second microphone.
- **Renovation/addition**
 - **Timeline** – hoping for City occupancy permit within the next couple of weeks. Need elevator certified in order to move in furniture.
 - Painting and cleaning is happening now.
 - The Project Manager assures Andrea it will be open this school year.
 - Six classes/teachers will be moving into the new addition, five others are moving within the school, and so there will be two unoccupied new rooms for now (i.e., there are eight new classrooms); lots of conversations has been going on among staff and they are looking forward to increased collaboration.

- **New School Mascot**

- The committee has started working with graphic illustrator for a new logo.
- Getting students involved in a new motto. Teachers from the committee will visit each classroom about it.
- Hoping to have logo ready before end of school year, ideally by end of May.

Treasurer's Report – Rhiann presented Wendy's report

- **Accounts**

- **\$23K in general account currently**, with approximately ~\$20K in hot lunch liabilities and ~\$800 for staff lunch [which PAC provides near end of year].
- **\$19k+ in playground account.**
- **\$8,400 currently in the gaming account.**

- **Fundraising overview**

- **Movie night April 4:** Revenue: \$1,200, Expenses: \$480, resulting in **Profit: \$714**
- **Mable's Labels:** has earned **\$76.**
- Wendy has applied for our **BCeID** which we now need in order to apply for the BC Gaming Grant (have until June 30 to apply) as soon as we get the BCeID she will apply for the Gaming Grant for 2025/26 **[Action Item]**.

Fundraising Events upcoming or for consideration

- **Neufeld Farms** – online ordering to come. It will be promoted on social media and in the PAC newsletter. Dates have been moved later than originally communicated. Now pickup day will be **June 5, 3:30 PM.**
- **Sports Day Concession** – PAC will host and will also be an opportunity to sell any leftover items.

New Business

- **Welcome to Kindergarten. May 14.** Usually PAC presents to parents of new kindergarteners [those joining the school in fall 2025]. Marloes and Courtney will attend **[Action Item]**.
- **Planning for next year**
 - **Next year's PAC executive:**
 - Able to stay on next year: Marloes, Courtney, Kayla, Marilyn.
 - Wendy will stay on at least one more year but wants **someone to shadow her to learn the Treasurer role.**
 - Rhiann will no longer be at the school.
 - Rachel is moving on from being the **hot lunch coordinator so we will need someone to fill that role.**
 - Idea: **draft some communications to parents** about what the PAC is, what we do, and needs for specific roles to fill next year. Andrea can share in the school newsletter as well. Andrea also suggested that a short video can get people's attention. Perhaps it could be shareable via a QR code that could go on any

handouts, e.g., at the Welcome to Kindergarten day or at school. Rhiann will talk to Wendy and Rachel about this as they would be in the best position to explain the needed roles **[Action Item]**.

- **Annual General Meeting**

- Decided on **Monday, June 9 in the school library at 6:30pm.**

Call for Additional Items

- Andrea asked if someone from the PAC can come look through some items in storage that likely belong to the PAC, and move them to the sea-can – Courtney can **[Action Item]**.

Next meeting tentatively scheduled for Wednesday May 21 6:30 pm on Zoom.

Meeting Adjourned 7:05 pm