



Coast Meridian Elementary November 2019 PAC Agenda

**Tuesday, November 26, 2019 at 7:00pm
School Library**

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| 1. Meeting Called to Order | Amanda |
| 2. Principal's Report | Mrs. Flanagan |
| 3. Treasurer's Report | Priya |

Old Business

- | | |
|---------------------------------------|------------|
| 4. Approve Minutes of October meeting | All |
| 5. Neufeld Farms Update | Amanda |
| 6. Teacher Wish List | Amanda |
| 7. Fun Lunch Update | Amanda/Amy |
| 8. Treat Days Nov/Dec | Sharon |

New Business

- | | |
|------------------------------|----------|
| 9. Jingle Bell Walk | Caroline |
| 10. Movie Night | Sharon |
| 11. Family Fun Night | Kam |
| 12. DPAC Update | Kam |
| 13. Amazon Affiliate Program | Priya |
| 14. Meeting Adjourned | |

Coast PAC Meetings
Tues Jan 21, 2020

North Surrey PAC Meetings
Wed Jan 15, 2020
Wed Mar 12, 2020

DPAC Meetings
Wed Nov 27, 2019
Wed Jan 22, 2020
Wed Feb 26, 2020

Coast Meridian Elementary PAC Meeting Minutes

Date	November 26, 2019
Time	7:00pm
Subject	Coast Meridian Elementary PAC Meeting Minutes
Chair	Amanda
Attendees	Amanda, Kam, Sharon, Priya, Amber
Meeting Called to Order	Meeting called to order at 7:04pm
Chair Welcome	Amanda opened the meeting and welcomed everyone.
Principal's Report	Amber Flanagan - see Principal's report dated November 26, 2019 2. Maps have been updated from last year to try to balance the zones 6. Kids really enjoyed performance, thank you to the PAC for paying for this event.
Treasurer's Report	Priya Treasurers report <ul style="list-style-type: none"> - Gave out all the beginning of the year money (discretionary funds and teacher's enrichment and discretionary funds) - Year to date income, the majority is from gaming funds Event tracking <ul style="list-style-type: none"> - Going to inquire with Munchalunch about stripe fees as they seem to change on the reports from month to month Invoices and Cheque Requisitions <ul style="list-style-type: none"> - Need cheque requisitions, not WhatsApp messages - Form must be in when you need a cheque from the treasurer - We need paper invoices, not digital invoices - Please give invoices a.s.a.p.
Old Business	4. Move to approve minutes by Sharon, motion passed 5. Update from Amanda. One order got missed but Neufeld Farms filled it for us and we got it to the parent. Thinking of running this closer to Christmas next year as there's more dessert items and Christmas type cooking/treats. There's also a spring one with a BBQ theme, possibly run it in May. 6. Update from Amanda. It is done. We changed from \$200 to \$100 for each teacher for Scholastic. Teachers that requested books specifically got a little more. 7. Update from Amanda. There's been some issues with fun lunch this year. Parm will be taking over fun lunch after December 4. 8. Update from Sharon. Candy bag treat day Nov 15. 299 bags made, 285 bags sold. Remaining 15 bags will offer for sale at next treat day.

	Next treat day is Dec 13 and will be chips. Amanda brought up the idea of having both bring a loonie treat days and pre-order treat days in the new year.
New Business/ Updates	<p>9. Update from Amanda. Caroline will do hot chocolate and candy canes. Amanda and Priya will help.</p> <p>10. Update from Sharon. Wanting to get ticket sales and pizza pre-order up on munchalunch. Amanda will find out if doing a Pizza Hut order for a dinner time is possible. Advertise 100% of ticket cost goes to PAC and maybe some parents will buy a ticket if they can't come or if they're not sure if they can. Possibly have a family admission cap?</p> <p>11. Update from Kam. Quote for this time is about the same as last time with a few things less than last time which was about 3 years ago. May 22 date is confirmed, company is available. Looking at a neighbourhood enhancement grant from City of Surrey. Look into volunteers from Surrey Pentecostal Assembly. Amanda will look into G&F Financial support for the fun fair.</p> <p>12. Update from Kam. Last meeting was PAC 101 we didn't learn much. Next meeting is tomorrow night.</p> <p>13. Priya. Amazon affiliate program for PACs. Will check into how to get the money out of Amazon and talk to PACs that have it set up.</p>
Next Meeting	Jan 21, 2020
Adjournment	Meeting adjourned at 8:20

PAC Meeting - Principal's Report - November 26, 2019

Amber Flanagan

Thank you PAC for all of your hard work on the Neufeld Farms Fundraiser. It was so organized as usual and the pick-up was super-efficient! Thank you as well for the work on our first hot lunch days!

1. **Halloween** - Halloween went very well. We had a lot of students participate in the pumpkin carving contest and we appreciated the parent volunteers who were able to help with the set up and take down, as well as the collecting and counting the votes - thank you volunteers!!
 - a. We had an assembly where we spoke to students about Halloween safety and pumpkins. Ms. Corness and Mr Gomes had a pie eating contest as a reward for exceeding our Terry Fox fundraising goal (over \$2100!).

2. **Jingle Bell Walk** - map of the area was divided into 7 zones for buddy classes to deliver notices and then to pick up the donations Dec 11
 - a. December 4, 5, 6 - Buddy Classes deliver the notices to their zone
 - b. December 11- 9:20 band and Christmas Carols in the Gym; recess and afterward classes leave right away and walk around the pick up areas- as groups return to school, drop off bags in gym where volunteers from SPA will pack them- they receive a hot chocolate on their walk out approx 11:15-11:45

3. **Emergency Response** - the District language is:
 - a. 'Lockdown'-threat inside the building, lock doors, turn off lights & get down until all clear given
 - b. 'Hold and Secure'-threat outside the building, lock outside doors/windows, resume quiet class activity until all clear given
 - c. 'Shelter in Place' - extreme weather conditions, air quality etc, close doors and windows
 - d. 'Drop-Cover-Hold On' earthquake/explosion, count to 60, if room is safe, stay put, if not, evacuate
 - e. 'Evacuate' -fire, gas leak inside - exit calmly to designated assembly area, attendance taken, remain outside until all clear given.

Communication to Families-

During Event: no communication will be given during the event as staff are focused on the children and parents should not be contacting or going to the school at that time

as the RCMP are controlling the situation and need free phone lines. If it's a Hold and Secure or a Lockdown having families come to the school is not safe for anyone.

After Event- depending on the what occurred, communication to families will take different forms. Typically, information will be sent as an alert on the website as this can be done more quickly and can be added by the district or the school. RCMP do not share information with the school so the alert would typically state that it occurred and for how long, but now why, unless it was a lockdown and a direct threat to the school, in which case more information may be provided. We know that families are worried and want to know more about what happened, but the school is not withholding information. We will share what we know.

4. Parent Communication Tools

- a. Website- District and School
- b. SchoolLink App-notification sent when website updated
- c. FreshGrade Announcements - from teachers directly
- d. Newsletters- email sign up through website

5. Communicating Student Learning - before Christmas break all students should have feedback on their growth in Learning in Language Arts and Math, as well as some other subjects. A cover page will be sent home the week of December 16. Teachers have choice about what this looks like so there will be variety.

6. Metaphor Performance- a musical interactive hip-hop group, performed last week and staff and students loved it. Thank you for supporting the Fine Arts performances.

December 4, 5 or 6 - delivery of notices for Jingle Bell Walk

December 11 - 9:20 Band and Carols; 10:20 Jingle Bell Walk pick up and hot chocolate

December 13 - Early Dismissal for Assessment and Reporting