

Coghlan PAC Meeting

Date: May 24th 2023, 6:30pm in the Library

Meeting called to order: 6:39 pm by Costas

In Attendance: Costas, Brittany, Natasha, Mel, Melissa, Nicole, Michelle, Faria, Cassandra, Erin, Mr. Joo, Mrs. Laycock, Trisha, Brenda

Quorum: Quorum was declared.

Adoption of Minutes: Adopted By: Brittany Seconded By: Mel

Adoption of Agenda: Adopted By: Brittany Seconded By: Mel

Welcome:

Costas welcomed everyone and each person introduced themselves.

Elections: election lead by Past President Brittany

- 1) Each position followed this protocol for nominating and voting in the positions:
 - a. Nominations are now in order for the office of _____ (PAC position). _____ nominates _____ for the office of _____ (PAC position). Are there any further nominations?
Nominations are now closed. All in favor? Those present at the meeting asked if all are in favor. Those present respond with - all in favor or opposed. Nominee accepts the nomination and position for the 2023-2024 Pac position.

President

Vice President

Secretary

Treasurer

DPAC

Volunteer Coordinator

Fundraising Coordinator

Book Fair Coordinator

Fun Food Coordinator

Special Event Coordinator

(this position includes: Welcome back week, Pancake breakfast, Sports Day, Family Fun Night)

Yearbook Coordinator

Facebook Coordinator

Newsletter

Emergency/Safety Coordinator

Fruits & Veggie Coordinator

Lost & Found Coordinator

Costas Blachuras

Michelle DeRossi

Brenda Savage

Erin Daigneault

Serenna Frans

Mel Hebert

OPEN

Mel Hebert

Clare Player/Alisha Jones

Christina Grant

Faria Chohan

Alisha Jones

OPEN

Nicole Tortora

Jennifer Bradley

Faria Chohan

Member at Large
Member at Large
Member at Large
Member at Large
Member at Large
Member at Large

Jennifer Bradley
Nicole Tortora
Faria Chohan
Melissa Franks
Cassandra Comrie
Mel Hebert

- 2) All in attendance (10 people excluding staff) voted in favor of each nominee.
All nominees accepted PAC position.

New Business: meeting lead by Costas

- 1) Natasha would like to leave \$2000.00 in gaming account for next year to start PAC paid events right away in September. We are still short funds in gaming account to pay for outstanding bills for this year. She would like to put forth the motion as talked about in the previous April PAC meeting to pay for these funds out of the general account instead of the gaming account.
- 2) Costas Put forward the motion to vote in \$10,751.00

We motion to vote in \$10,751.00 to come out of the general account to pay for the year end items and activities as talked about in the last meeting.

All in favor. 10 yes 0 No

Motion passed

- 3) Costas received an email request from a parent, for PAC to allocated funds to the library. He explained the protocol for asking for funds and that all requests for money from PAC, needs to go through Mr. Joo first, not directly to the PAC or parents. Mr. Joo will authorize these requests, and bring them to the PAC president to be voted on. There is money raised to be spent each year on these types of items, and PAC loves the ideas parents and teachers have on how this money could be used within our school. This type of feedback helps PAC to know what our school's needs are. Having the principal look over these requests first, and approving the request, ensures PAC funds go to the schools highest priority needs first, allows PAC to vote on these items and collaborate on the ideas collectively, and ensure fairness and equality to staff while aligning with school wide initiatives. This is especially important on more expensive item requests.
- 4) A financially successful Fun Fair has opened up opportunities to consider ideas for where money can be allocated within our school. Air conditioners for the portables, classroom fans, sports equipment, technology, library resources, the school wide guided reading and decodable resources were all mentioned. Costas will follow up with Mr. Joo on school improvements and bring some ideas back to the PAC.
- 5) A thank you letter/Fun Fair recap newsletter was discussed. Michelle is going to follow up on putting together something to acknowledge and thank all the sponsors who generously donated to our funfair, and to the families of our school who contributed to the classroom baskets and to all the coordinators,

volunteers, staff and families that came together to make Fun Fair so great for our kids and helped raise funds for our school.

- 6) Pot hole issues on the road, road safety concerns, and parking closer to the fence (although tricky with uneven ground) were discussed. Families can call the township to see what can be done or just make a complaint.

Principal's Report: Mr. Joo's Update

- 1) Fruit & Veggie program – Will only cover 75 % of the cost. Affordability fund can cover the 25% for next year but may need PAC to cover it possibility for the year after that if still wanting the program.
- 2) Pro D Day- Past Friday's Pro D was with Dr. Carrington regarding trauma informed practice. Our response is to revert back to what we know in stress. 'Flat Stanley & Cailou' analogy. Meeting students in different places of their social emotional learning is key.
- 3) Literacy committee- need decodables for balanced literacy. Mr. Joo has replenished levels Q,R,S and next year would like to focus on Gr 6-7 resources.

Presidents Report:

- 1) Thank you to Mrs. Laycock for connection new families with the existing Coghlan community by including PAC in welcoming new families to Kindergarten meeting. Many asked how they can help and also were invited to Fun Fair.
- 2) Thanks to Christina and the Fun Fair Committee as well as all who volunteered for Fun Fair. Great, great job to everyone. Takes so many hands and this really showed in how successful the night was. Thanks to staff also, for supporting our school and taking part.
- 3) Fun Fair Debrief- quick recap. Financially very successful, final numbers to come in next meeting. Great job. Would be great to get the committee to debrief also to discuss what they feel worked well and what they would like to see done differently for next year. Some points to chat about would be having vendors, cake walk, is it a fundraiser or a family/community building night, clarity of fundraising goals for the community, ticket prices, just some debriefing while ideas are fresh.
- 4) Pizza Party for class? Or for School? Or popsicles or ice cream? Discussion on ideas- some people for school wide pizza party, others feel a reward for the particular winning class that did bring in the most should be honored. Discussion ended with winning class getting the pizza party and that those division numbers should be acknowledge on Face book page as well as committee to organize the party day ASAP.
*** Amendment to this decision (after further discussion after the meeting, between the Fun Fair committee and the PAC president). Since Fun Fair was an overwhelming success, and class baskets were so well done, it was decided to go ahead with the school wide pizza day on June 2, with winning divisions 4&9 getting an additional special treat to celebrate this success.
- 5) PAC gives Back day- are we doing something?

- 6) Staff Appreciation lunch May 31st. Melissa is running this and will have information coming out to parents shortly.
- 7) June 19th Mr. Marcello Moino coming as guest speaker.

Treasurer's Report: Natasha's Update:

- 1) General account looks high because fun food hasn't come out.
 - a. **General Account:** \$ 46,380.81
 - b. **Gaming Account:** \$ 2,506.87
 - c. **Grade 7 Account:** \$ 2,188.09
- 2) Fundraising that came in was Devan's gift cards \$465, tomato fundraiser \$521, Fun Fair to be announced.
- 3) Strongly suggested that PAC votes in a budget for every activity put on by PAC before the activity.
- 4) Teachers need to spend money if they are going to as things need to be closed off for the year.

DPAC Report: Serenna's posted on line

- 1) See attached post for meeting minutes

Meeting Adjourned: 8:24pm in Library and online.