

**Shortreed Community Elementary School  
PAC – Executive Meeting Minutes  
Monday November 6, 2023 6:30 PM**

**Call to Order at 6:37 PM by Jodi Stiglic**

**Attendees:**

Laura Wheway Susi Staples, Jodi Stiglic, Jen Cooksley, Amy Synesael, Susan Ngo, Nicole Chadwick, Andrea Gielens

**Established Quorum**

**Round Table**

**Additions to Agenda:** None

**Deletions to Agenda:** None

**Approval of November 2023 Agenda:**

Motion to approve by Nicole Chadwick, Second by Amy Synesael. All in favor.

**Approval of October 2023 Minutes:**

Motion to approve by Laura Wheway, Second by Jen Cooksley. All in favor.

**Principal / Administration reports**

**Principal's Report – Mr. Wejr (absent-available by phone if needed)**

- New speakers will be installed on November 10th. The new system has been installed and works really well, thank you.
- Text question sent regarding Remembrance Day assembly: Is it for all parents or only parents of wreath bearers and grade 5's? Mr. Wejr replies parents of grade 5's (performing) and parents of wreath bearers can attend.

**Vice-Principal's Report – Mrs. Tarasoff (absent)**

**Executive and Committee reports**

**President – Jodi Stiglic**

- No report. Thanks to all the PAC volunteers for their amazing work!!

**Vice President – Amy Synesael**

- No report

**Treasurer – Laura Wheway**

- End of October balance in Chequing account: \$40,656.57 (With just over \$1000 in uncleared cheques)

- End of October balance in Gaming account: \$14,171.79 (With 1 uncleared cheque app \$250)
- We bought new hot lunch bins over budget by about \$103 (all office supply budget line (bins and flowers) was \$400); we are at \$503.
- Feedback from Mrs. Tarasoff, the cost of the COW increased to \$1738.24 from \$1523.20. Laura motions to increase budget to cover the difference, Nicole Chadwick seconds. All in favor.

#### **Secretary – Susi Staples**

- No report

#### **Fundraising – Jennifer Cooksley and Susan Ngo**

- Coffee fundraiser-19 orders in total, 36 bags sold. Profit \$180.
- Growing with Smiles plant fundraiser-Christmas Winter plants-order forms going out this week; delivery Dec 7<sup>th</sup>.
- Purdy's beginning November and arriving in December. \$265 in outstanding orders. Current profit is \$206.54. Order deadline is Nov 14 and pickup is November 28<sup>th</sup>.
- Bookfair November 28,29, & 30<sup>th</sup>, same days as Student Inclusive Conferences (Jodi will follow up with Mr. Wejr for evening set up and need to coordinate with gym bookings). (Jodi is doing the 28<sup>th</sup>, Laura and Amy available 29<sup>th</sup>). Notices coming out soon. Re the "Boutique Box" items sold at bookfair (small items such as bookmarks, pens, erasers etc): email received they are running out of metal cases but they have one secured for us.
- Dollar Sale November 24<sup>th</sup>
- Blueberries-February (end of February)
- Krispee Cream-Susan sent in request to hold spot as per previous discussion. They are requesting follow up in January because they are raising prices. We will follow up in January and possibly compare to Hive (local shop), if close in pricing.
- Greeting cards-We can send a box home with each family but have to collect it back, or alternatively, can send home a complimentary card (one per family) with a notice including link on card options. Agreed on one card option. Plan for after Spring Break, beginning of April. Need principal's okay and confirmation of students (1 per family).

#### **Communications Coordinator – Kaelin Nelson (absent)**

- Any updates for December calendar, please submit by November 27<sup>th</sup>.

#### **District Parent Advisory Council (DPAC) – Open**

- We are still looking for a DPAC Rep for this year, to represent Shortreed PAC and bring back information from DPAC meetings.
- Meetings are 3<sup>rd</sup> Thursday of every month.

#### **Members at Large – Allie Brush (absent), Cashmere Roder (absent) and Nicole Chadwick**

- No report

**Bylaws Committee – Amy, Laura, Jodi, Susi and Susan**

- No report – Meeting scheduled to review Bylaws November 15<sup>th</sup>, 9am.

**Shelter Committee – Susan, Jen, Jodi, Nicole, Laura & Mrs. Tarasoff**

- Laura received email from Alliance (donor company) and they want to meet with her, probably next week.
- Deposit provided to Atlas (contractor) and another drawing was requested, as per previous discussion.

**Old Business:**

- Emergency Supplies
  - Jodi looked into floorless tents, food and water supplies, obtaining prices of many snack item choices from Costco (including per unit costs) to compare. Decisions made: Kirkland soft and chew chocolate chip granola bars (20 cents per bar, exp Aug 29 2024) (7 boxes, 64 per box), Motts fruit sensations fruit snacks (about 20 cents per pack, exp Sep 11 2024) (5 boxes), and 11 cases Kirkland water (12 cents per water bottle, 40 per case). Floorless tents looked at, Amazon cost of \$50 each (would like to get 4). Jodi is also looking at ponchos (we already have mylar blankets that students can use; idea is that ponchos that can go on top of these if needed) (may need approximately 250? Jodie will confirm with Mrs. Tarasoff).

**New Business**

- Annual Christmas activity for students – Agreed on idea for hot chocolate and cookie giveaway. Students make their own take home bags (choice of hot chocolate toppings) similar to reindeer food making process.
- Soccer shots (Email from Mr. Wejr October 23<sup>rd</sup>): Initiative for local PACs when new family registers and selects PAC for “how did you hear about us”, they will donate \$10 to the PAC. We could promote this on our page. Jodi will send to Kaelin to post.
- Email regarding previous cycling program possibly changing to swimming program, tabled to next meeting. Mr. Wejr previously stated he would reach out to Stephanie Eby (community coordinator).

**Next meeting date: Wednesday, December 13, 2023, 9:00am, school**

**Meeting adjourned 7:50 PM by Jodi Stiglic**