

Maple Lane Parent Advisory Council Meeting
Date: 6:00pm Wednesday, September 11, 2024
Location: Maple Lane Library

Attendees:

Executive – Kate Procter (Chair), Aysha Revell (Vice Chair), Neal Campbell (Principal), Michael Boetzkes (Treasurer), Cherry Ho (Secretary), Sophia Chan (Fundraising Committee)

Non-executive members – Terrence Yao, Patrick Man, Anna Kwan, Joey Auffray, David

Welcome, Introductions, and call to order – by Chair at 6:03pm

1. **Agenda** – Approved by Anna Kwan , seconded by Aysha Revell
2. **June 2024 Meeting Minutes** – Approved by Michael Boetzkes, seconded by Cherry Ho

Principal's Report

- **Acknowledgement of First Nations Territories.**
- **Attendance and school staff:** Currently we have 268 students enrolled. There are 11 divisions and only kindergarten has space for new students. There are six new school staff this year: Carole Cheng and Catherine McPherson for noon hour supervisors, Param Kaur for education assistant, Mika Collins for Grade 4/5, Elissa Ky for Grade 1/K and Gordon Smith for band teacher.
- **Family affordability fund:** This fund is available for families who need financial assistance with respect to school related expenses and nutritional needs.
- **Field trip costs:** School staff mentioned concerns about affordability of field trip costs. There were discussions on the cost range of \$60 to \$100 per student per year. Michael pointed out that consideration should also be given to the nature of the activities. Parents may be willing to spend more if the activities are valuable experiences.
- **Maple Lane 50th anniversary:** It will take place on September 19 after meeting the staff. A minimum of 10 parent and student volunteers will be needed. A link to Signup Genius will be sent out by the end of the week. Reminder of the due dates to order from M&M meats is September 11. Popsicles will be given out to students.
- **Meet the staff night** – It will take place on September 19 at the gym. Will include an introduction of the PAC and remind every parent of the school is a member of the PAC.
- **Terry Fox Run** – A schoolwide run will take place on September 24. Parent volunteers will be needed. Donations will be collected.

Chair report

- **Upcoming events**

- **Winter Wonderland** – Kate motioned to approve \$800. Anna seconded and all in favor. The date is to be confirmed with Minoru.
- **Movie Nights** – Tentatively scheduled in October and January, and possibly in November as well. Entry will be by donations. First movie night will take place on October 18. Michael motioned to spend up to \$500 on the first movie night. Terrence seconded and all in favor.
- **Spring Fling** – will discuss the format of the fundraising and date in October meeting. Staff is hoping that the PAC can help fundraise for Camp Jubilee due to inflation of the costs over the last couple of years.
- **Hot Lunches** – Ms. Beairsto is finalizing the dates for Term 1. Anna will be coordinating volunteers.
- **PAC Newsletter** – The PAC is considering putting together newsletters periodically to inform families about upcoming events. Discussion was held on whether the newsletters should be in paper or electronic copies. The plan is to have a maximum of five newsletters a year.

Treasurer's Report

- General account – balance at August 31 was \$29,020. After clearing of approved cheques and payments, the balance will be approximately \$26,872.
- Gaming account – current balance is \$7,226. The gaming grant has been applied and the estimated amount is approximately \$5,400, which is usually received in late October.
- BC Gaming Policy and Enforcement Branch noted deficiencies in our self-assessment. The assessment noted that there was a lack of segregation of duties performed by Michael. Michael is working to extend signing authorities to all PAC members. Further, the storage of record keeping, both physical and electronic, is currently not accessible by PAC executives other than Michael. Michael will move the physical records to the PAC room so other executives can access the records.

Fundraising

- Purdy's Chocolates – Scheduled for December same as prior years.
- Fresh to You Fundraiser: Ms. Beairsto will chair this fundraising. Kate moved to spend \$60 for registration fee, Terrence seconded and all in favor.
- Family Photo Fundraiser – The date is to be confirmed with the photographer, but likely in spring 2025.

Roundtable

- None

Next PAC meeting: October 10, 2024 6pm

Meeting adjourned: 7:17pm