

**RLE PAC Meeting  
December 14th, 2023 @ 7:15pm**

**PAC Executives**

**President: Tamara Pals**

**Vice President: Jenn Elder & Chantel Clark**

**Secretary: Sam Sawatzky**

**Treasurer: Jason Elder**

**COPAC Rep: Lisa Schechtel**

**Faculty Administrators**

**Gord Kirsch**

**Jamie McEvoy**

***The Rutland Elementary PAC acknowledges that this meeting is being held on the unceded, Traditional Territory of the Syilx Okanagan People.***

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***Purpose of the PAC: We are here to advocate and support students, raise funds for extra activities or things that may not be funded through the school, put on school events to build community and cohesiveness within the parent and student body.***

***Every parent/guardian is a member of the PAC.***

***For more information please visit: <http://bccpac.bc.ca/index.php/members/pac-dpac/what-is-a-pac>  
[rle.pacpresident@sd23.bc.ca](mailto:rle.pacpresident@sd23.bc.ca)***

**WELCOME, ATTENDANCE & INTRODUCTIONS**

- Commenced in person @ 7:19pm
- In attendance in person: Jenn Elder, Tamara Pals, Chantel Clark, Sam Sawatzky, Christina Lehnhardt, Lisa Schechtel
- In attendance via zoom: Jason Elder

**ADOPTION OF DECEMBER 2023 AGENDA (Any additions or deletions?)**

- Motion to adopt: Christina Lehnhardt, 2nd: Jenn Elder

**ADOPTION OF NOVEMBER 2023 Minutes**

- Motion to adopt: Chantel Clark, 2nd: Christina Lehnhardt

**PRINCIPAL's REPORT (Gord Kirsch/Jamie McEvoy)**

- Rocks and rings fell through- they could not book the instructor they had hoped to
- Projector- admin reached out but was asked to wait until January as it is a busy time of year for their business.
- Christmas concert- split into 2 identical concerts
  - The school was shorted chairs so they will look to purchase additional chairs to have for future events
  - The first concert was a big hit. Kids are so excited to see their families and perform.
- Valentine's Day door decorating contest
  - Admin idea- ask the classrooms to decorate their doors and the winning door can donate \$20 to the charity of their choice. Doors should be decorated in the theme of the charity they would like to support 20 classes altogether participating
  - PAC will fund \$20 per classroom. Will also give families the option to donate to the classroom's chosen organization
- Traffic representative would like to come in February to discuss the 'kiss and drop' idea and how it can be executed. Recommended starting a new routine after spring break as opposed to in September. In September parents are disoriented and unsettled, so spring break is a better alternative

**TREASURER's REPORT (Jason Elder)**

- Account Update
  - main general account \$25,811.26
    - Some vendors are slow in cashing cheques so those payments have not been withdrawn yet
  - Gaming account \$11,016.29
    - Most teachers have not touched their funds yet so there will likely be some movement in the new year
    - Jason had to fill out some simple paperwork recently about the gaming account (considered a minor audit). It was straightforward and he completed it
  - Upcoming withdrawals : playground repayment (owing \$8608.16), possibly a projector

Tamara Pals: Motion to fund full invoice for Gaga ball pit from the general account. Unanimously in favor. **Motion PASSED**

## HOT LUNCH REPORT

- \$1246.27 for November
- \$1405.51 for December
  - Have not yet received an invoice for pita pit and not sure if we will due to the issues they had
  - Opas lowered their invoice by approx, \$250 to account for the recurring issues

### Hot lunch issues

- 2 weeks in a row, 2 separate vendors forgot to make our hot lunch orders
- Talk of calling the vendors in advance to confirm delivery (possibly a few days beforehand)
  - admin- this is a tricky idea. If we start to remind our vendors, they become used to it and if we forget one week it becomes our fault.
  - We also would need to arrange another volunteer to call all the vendors in advance. Maybe we can find one for this year but then we are setting a precedent.
- Another idea- when we email the orders we can add a line that says 'please reply within 48 hours with confirmation of receipt of order'. If we don't have a response within the 48 hours we can call and get confirmation.
- Any process we implement this year needs to be repeatable in the coming years

## COPAC REPORT (resource – [www.copac.sd23.bc.ca](http://www.copac.sd23.bc.ca)) Lisa Schechtel

- Feeding futures guest speaker
  - Breakfast programs, brown bag lunches etc
  - Finance team will start a community donation program, but PAC's or individuals can email Rhonda to support the program
- North glenmore elementary received funding for a new module structure which will replace approx. 5 portables
- Will be running a free digital literacy workshop for parents shortly
- Want to provide input on accessibility? They have a survey that you can provide your feedback on
- Survey in December for feedback on written learning updates (ie report cards)
- Inclusive education committee is recruiting members (next meeting is on January 15th)

## OLD BUSINESS:

- Executive recruitment
  - Idea: special meeting for kindergarten parents to recruit new families
  - Include a blurb in the January/February newsletter that highlights different activities the PAC runs/funds
  - PAC will start to emphasize to the families how much the PAC provides and what they will be losing out on (ex. Hot lunch, Gaga ball pit, movie nights, field trips)
  - Engaging with the facebook page more often. If people do not 'like' or 'comment' on the posts they may not show up on members feeds because of their algorithms

## NEW BUSINESS:

- Fundraiser updates
  - Cost of living has increased so some of our fundraisers are having lower sales
  - \$382.08 fundraiser for plants plus a few sales after the fact
  - Food bank fundraiser completed- 475lbs of food collected
    - Feedback- 12 days of items was a big hit in previous years
  - Rustic sign night will be upcoming
  - Will do greenery gift cards in the new year
  - Purdy's happens around Easter
- Volunteers needed!
  - *\*Note: criminal record checks need to be completed before volunteering. See Mrs. Roth in the office\**

## ADJOURNMENT @ 8:25pm

**Next Meeting January 11th, 2024**

**February 8th, 2024**

**March 14th, 2024**

**April 11th, 2024**

**May 9th, 2024**

**June 13th, 2024**