**PAC Event Details**

**Meetings:**

Nancy recruits babysitters from Gr 6-7 classes. PAC chair pays $15 ea. – refunded by treasurer.

Secretary keeps minutes and distributes them afterward/posts to website.

**Welcome back events:**

Coffee morning (first day and second day for K playdate): Order from Matchsticks, they provide a carafe and cups etc. Bring hot water carafe and tea and milk and cream. 2019 – ordered 50 cups…was not enough, so do more (70?) next year. Was great attendance this year.

Teacher Treat: Dani has organized with Innocent Ice Cream – coffee or snack on the PAC. Put up signs in the office and staff room.

Meet the Teacher: 5:30-6:30ish after the meet the teacher from 5-5:30.

First year we ordered: 300 paper plates, 1100 Napkins, 170 cookies, 96 two bite brownies, and 300 juice boxes and 63 pizzas, which was too much.

Year 2, we ordered: 250-270 is a good target # for plates and juice boxes and 700-800 napkins and 1-2 dessert pieces per. And 40 pizzas instead of 63 – divided between topping types. Ensure desserts are nut free and that there are gluten free and dairy free options. Same for pizzas.

**Terry Fox Run:**

PAC typically supplies snacks for kids after the run – eg. Orange slices. Need a few volunteers to request/collect from Nestors (using Brock’s points) and to cut up fruit and hand out to kids. New in 2019, need to fill out below form to sponsor food on school site:



**Earthquake kits:**



**Pumpkin patch:**

Nesters have pumpkins.

Need truck- find volunteer, if not same as person organizing.

Ready for 9am

Nancy will get engineer to take down chain by 8:30

**Parent social events** (optional, need volunteers to spearhead):

Chaise burger n’ Brew

Bowling (not done, just idea)

Brock Picnic: June 6, 2019

Multicultural night: on hiatus. If anyone would like to revive, needs volunteer.

**Positions:**

Chair/Co-Chairs/Vice-Chair
Treasurer
Secretary (email and website and meeting minutes)
Fundraising Chair
At Large Members
Teacher Liaison
DPAC rep
Hot Lunch Coordinator

**Class Parents:**

Parent Rep for each class. As well, can be liaison between the PAC and parents who are less engaged in the school. The class parent could help find parent volunteers for the PAC, disseminate important messages, encourage parents to attend the fundraiser etc. The class parent might not be able to do all of these things, and we won’t expect that they do, but at least we could suggest it. And for incoming kindie parents, a class parent’s “suggested duties” email would provide more guidance and hopefully lead to more parent engagement.

Other “suggested duties”:

- liaise between teacher and parents where needed

- organize teacher gift if desired

- create opportunities for parents to socialize and meet each other

**Fundraising:**

**Direct Drive:**

It is the school's biggest fundraising event of the ear and helps all our children by contributing much-needed resources toward educational materials, extra programs, field trips, and community events. We know how busy you all are and that some might have missed the note home or email. If you find the cause compelling, please consider offering your financial support so that we can set our budget for the year. And to those that have already contributed, THANK YOU!

Two Ways to Donate

**ONLINE** Go to

<https://vsb.schoolcashonline.com/Fee/Details/1869/196/false/true>

1.            Choose from a list of donation amounts, or enter a specific amount

2.            Choose a “Fund Destination.” A dropdown list includes every school in the District, the Board and District-wide programs

3.            In the message field, further instructions should be entered on what the donation is earmarked for (eg. PAC, PAC – project X).

4.            Click on “Add to Cart”.

5.            Review the information for accuracy and click “Continue” if everything is correct

6.            The donor will be prompted to sign in. If the donor doesn’t have a School Cash Online account, then click on “Click here to register now” and follow the steps to complete the registration process. If the donor does have an account then continue with the payment process to complete the donation transaction.

7.            After the payment has been processed a donation receipt will appear on the screen for printing. The donor will also receive an emailed copy.

**BY CHEQUE** Please return your donation to the school office. Make your cheque payable to “Brock PAC”.

Donations over $20 will receive an income tax receipt for your 2018 Income Tax Return if you include your full name, address, postal code, phone number, and child’s name and division (to get the receipt to you).

About VSB collection:

PAC account set up in general ledger:

        The board will help schools create an account starting with Donations from PAC – it will include a description eg: tech donations, etc

        the school may have multiple accounts

        if the school needs to provide a report on how the donation was spent, a general ledger could be run for the account/category at the time

How PAC/schools access fund

        all funds will be held in the school’s bank account

        schools will write cheques out of the necessary account/category

        If PAC wants a cheque written from , they follow the procedures schools do – regarding forms, approval needed, etc

        Decision to spend PAC donations is made at PAC meetings

**Soiree:**

Has sub-committee.

**Shopping Cards:**

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Phase 1: Forms for school

* Call local vendors and confirm %’s still OK, and values of cards- Sheri- done, waiting for emails back
* Contact additional local vendors- not this time
* Get latest order forms – Sue, I think done?
* Edit dates, $ raised last time (word doc cover letter and pdf order form)- Sheri
	+ Time from form distribution to form due = ~1.5 weeks
	+ Time from form due to gift card distribution = ~2 weeks
* Make photocopies- Krista week of Nov 5
* Distribute to classes- Krista- ~Nov 9

Phase 2:

* Reminder email to parents- Jennifer Mon Nov 19
* Collect forms from classes- Krista Wednesday Nov 21, and allow one day max for stragglers- last pick up Nov 22
* Deposit all the payments in the bank before we start writing cheques-Steve Nov 23
* Tally in spreadsheet, determine amount of each denomination for each merchant- Sue Nov 23-25
* Write cheques for merchants and deliver to Dani- Steve Nov 25-26
* Call/email merchants to let them know above, arrange time to pick up cards, let them know we require receipt- Sheri Nov 25
* Give merchant cheque, get receipt and pick up local cards- Dani Nov 25-Dec 2
* Order national cards- Sue
* Combine local and national cards in family envelopes- Sue Dec 2-3
* Give out envelopes to parents at school- Krista Wednesday Dec 5

**Hot Lunch:**

**Hot lunch orders:** Our hot lunch provider Foodie Kids will be available on Tuesdays and Thursdays. Hot lunch will start September 17th. **Orders for this will be due by September 11th.** Orders cannot be placed until you have your child’s division. Our hot lunch provider has a new website so everyone will have to sign up again at [www.foodeaze.ca](https://generalbrockpac.us8.list-manage.com/track/click?u=046bd73e1dfb1679dec900d50&id=a629f95e65&e=7b2a1e98bb)

This year we will be offering the full Foodie Kids menu each week
**NOTE: Please DO NOT place an order until you have the correct divisionfor your child**

**Hot lunch Volunteers:** We are looking for volunteers to help out with hot lunch. What will you need to do? A parent comes to the main building lunch room 11:40am on a Tuesday or Thursday. The food will already be there, organized by division. Parents simply need to sort out which food goes to which lunchroom and set out the food by division for each student.

Please sign up here: [Fall hot lunch volunteer schedule/instructions](https://generalbrockpac.us8.list-manage.com/track/click?u=046bd73e1dfb1679dec900d50&id=a53f15d6cd&e=7b2a1e98bb)

Volunteer opportunity: We are looking to have someone take over washing and checking to make sure the cutlery is clean for hot lunch. If you are interested please email: vashtisingh@gmail.com

**Spirit Wear:**Communication from first year:

You can order here: [http://www.beastvan.com/brockspirit](https://generalbrockpac.us8.list-manage.com/track/click?u=046bd73e1dfb1679dec900d50&id=376bce9dd8&e=b9324817be)

Password: bulldog

If you aren’t sure about sizing or colours we will have 2 days to try on samples. NOTE: We have kids and adult samples:

November 7th: Lunch 12-1 pm

If you aren’t sure about sizing or colours we will have 2 days to try on samples. NOTE: We have kids and adult samples:

November 7th: Lunch 12-1 pm

 November 8th:2-2:30 pm (Note: this is an early dismissal day)

 We will set up inside in the “B” building close to the office.

 The deadline for ordering is November 12th with delivery two weeks later. We will email out pick up dates once we have the clothing. Prices shown include tax.  Purchases will be available for pick-up at the school.  So, when selecting the shipping option in the order form, choose Drop Off.

**Communication:**

Email address:

Website:

Facebook:

Twitter:

**DPAC:**

Representative is Anne Montgomery annemontgomery@yahoo.com

**Parent Education:**

Info from 2018-2019:

Ideas:

Deborah McNamara, a revered family counsellor with quite an interesting list of lectures.  At this point I’m just asking her for available evenings in the 2018-2019 school year.

The price for her talk is $450 plus get for a 1 to 2 hour presentation.

At this point, there a couple topics that stand out to me (and that she’ll speak on) and once we have dates I’d love to poll the parent community to see which they’d be most interested in:

1) Building Attachment Communities to Raise Children In

2) Sibling Conflict: Understanding Feuds and Cultivating Friendship

3) Making Sense of Sensitive Kids

David Livingstone has asked if we have any interest in sharing a parent evening with them with:

[https://www.optionsforsexualhealth.org](https://www.optionsforsexualhealth.org/)

And finally I went to Southlands last night to see Dr Carla Fry and Dr Lisa Ferrari from:

<http://www.vancouverpsychologycentre.com/about-us/>

They spoke on Gratitude and Kindness:

**A Modern Parents Guide to Raising Children in an Era of Entitlement**

It was very informative. And based on their book:

<https://www.amazon.ca/Gratitude-Kindness-Parents-Children-Entitlement/dp/1508473595>

**Financials:**

Steve Nevard – Treasurer 2017-2019

In-coming: Mike is going to be new Treasurer or shared role for this year?

Manage the Vancity accounts and all financial reporting. Write cheques as needed.

Manage the Paypal account.

**Parent survey:**

**Ran this in Fall 2018, could do it again yearly, or semi-yearly.**

**Subject: What do you want your child's school opportunities to be?**

Hello,

All parents of kids attending Brock are PAC members.

As such, we should all get an opportunity to have a say in how the dollars that we fund raise are spent around the school. What do you want to be the focus for the next few years? Is technology important? Music? Cultural? Sports? Something else?

Please take **3 minutes** out of your day today and share your opinion - **it's quick, easy, and will have an impact on your child's school experience**. Just click on the link below and answer a small handful of questions and we'll do the rest. In a few days we will share back with you the results of all the answers.

**Technology sub-committee:**

  Share proposal, once completed, with PAC reps (Ken and Penny) - not at a PAC meeting. If needed, VSB rep can attend this meeting. I will contact Ken and Penny to arrange a meeting time in the near future.

        At a future PAC meeting, present proposal and request funding based on school proposal. This provides parents an opportunity for myself, Ken and Penny to clarify and answer any questions parents may have before voting.

2018: Ken Lomas and Penny McCleery

**Nestors Points:**

Penny McCleery manages. No longer a card, changed to an app. But Penny has all the old points in gift cards. Use for school events

**Tupper Scholarship:**

$250 for previous Brock student who is graduating from each of Tupper and John Oliver

**Sports-related:**

Brock tent – stored at school

Pinnies – Joanna has ordered new ones Fall 2019.

**Sports Day:**

Past years, PAC only provides snack – acquired with Nestors points.

2019/2020 – PAC may propose more assistance?

**Staff thank you lunch:**

Hold in June. Parents bring in food items and someone organizes it all and decorates the staff room.