

**Devon Gardens PAC Meeting Minutes**  
**Monday, May 2, 2016**

**Opening:**

- Welcome and call to order by PAC chair Keith Punshon 7:05 PM
- Sign in sheet of members present passed around
- Reading of last minutes and agenda

**In Attendance:**

Keith Punshon, Dianna DeBlaere, Michelle Smith, Carolyn Stanley, Dave Hope, Claire George, Janelle Lindahl

- Approval of Agenda 1<sup>st</sup> by Carolyn Stanley            2<sup>nd</sup> by Dianna DeBlaere
- Approval of Minutes 1<sup>st</sup> by Dianna DeBlaere        2<sup>nd</sup> by Carolyn Stanley

**Principal's and Vice Principal's Report- David Hope and Claire George**

**Wrap up season-** We are looking at staffing for next year. The staffing for number of divisions is the same and the English Kindergarten is up for next year. The emergency fee has been collected from most families. 3 new canopies and radios have been bought. The digital radio system is with the district. Funds that have been collected have mostly been spent. We are asking for help to tidy up and check out the bin. We need to set up canopies and put them away assembled so we can get portable shelter set up quickly with shelters and tarps.

**Fruit and Veggie-** The program is adding milk up to grade 5 and we will sign up for it next week.

**Clothes-** Lost and Found is in the hallway to look at. We are reminding kids of the dress code to wear school not beach attire.

**Events-** Heritage Fair was held over the weekend. 6 students won awards. Math Celebration was on Friday. Track and field will be held in the next couple of weeks.

**Parent input-** Parent input letters will be accepted after information given during Thursday notices. Parents need to give educational reasons and it puts staff in an uncomfortable situation when asked by parents about specific situations.

**Canopies-** The canopy has the logo on it using kelly green. Jerseys are in kelly green with silver and grey scales under arms with shoulder emblem. They probably won't be ready for track meet. It is a flexible jersey type and we may look at getting basketball jerseys in a future year. We can talk to distributor about personalized jerseys. Clothing sales have been poor in the past but we may look at it next year and the change with graphic and colour change may improve interest.

**Reports from Executive Officers**

**1. Chair: Keith Punshon**

-no report

**2. Vice Chair: Jessica Jensen**

-no report

**3. Treasurer: Carolyn Stanley**

- The excess of government gaming funds was a one time deposit.
- We have \$450 to use towards water for emergency bins.

**4. Secretary: Janelle Lindahl**

- See minutes.

**5. Gaming Representative: Michelle Jordan**

- Jessica will start knowledge transfer to take over for next year.

**6. District Parent Advisory Council: Keith Punshon**

- AGM and social will be held this month.

**7. Canadian Parents for French: Annick Lavender**

- no report

**8. Members at Large: Elin Hoffman, Diane DeBlare**

- There is an updated fundraiser google doc. We are working on a letter of why we fundraiser, how, and what we're doing with for next meeting.

**Reports from Committee Members**

**1. Emergency Preparedness: Keith Punshon, Elin Hoffman, Annick Lavender**

- see above discussion

**2. Special Lunch Coordinators: Selene Adams, Janelle Lindahl**

- We had other people running the hot lunch this past time and it went well.
- There are people who have missed Sports Day lunch ordering we we'll try to open it again.

**Unfinished Business**

- Confusion with cheque to Burnsvew has been resolved.

**New Business**

- Yearbook sales are at 55 books. We need to order 100 books. There is a reminder on hot lunch this month. We need to put photos in now and can get people together to do the work. Carolyn, Varinder, Jessica, Dianna, and Michelle are available. We will have a big push next weekend to finish it.
- Donation letters have gone out for Family Fun Night and we have received some donations back. We will send out a page letter to each student. We can put the master list on Thursday notices. The notices will go out May 9 and be returned by June 3 as the end date. The gaming license is in for the cake walk and basket raffle.

**Next Meeting:** Monday, June 6

**Meeting Adjourned**

**Minutes Prepared by Janelle Lindahl**