

## FOREST GROVE ELEMENTARY

### PAC MEETING MINUTES - GENERAL MEETING

December 9, 2024 / 7-8:30 PM / Library

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Meeting commencement: **7:01pm**

**Members:** Lorena, Brandi, Lauren, Chelsea, Manya, Vanessa, Cat, Nicole, Meagan, Cassidy, Amanda, Becki, Stephanie, Alicia, Sam, Lori, Theresa, Christine, Njomez **Admin:** Ceri

**Call to order – 7:01pm**

**Minutes from November 2024 meeting:**

- Move to approve. – approved Nicole and Chelsea
- Available on [PAC](#) and [Forest Grove Elementary School](#) website

**Executive Report: Meagan Carver-Anderson**

- Kind reminder - we have now switched to [Munchalunch](#)
- We encourage you to visit the [Forest Grove PAC website](#) if you are looking for more info on links, volunteering, events, fundraising and more.
- Did you know that PAC is made up of all volunteers? And as parents/guardians of students who attend Forest Grove you are a PAC member! If you would like to get involved or have a great idea to share reach out to [forestgrovepac@gmail.com](mailto:forestgrovepac@gmail.com)

**Principal's Report: Ceri Brophy**

- Sustainability – one of our goals is working towards reducing our paper use. With this goal in mind report cards are found online and will be distributed December 19<sup>th</sup> at 10am. For more information please click [here](#)
- As a parent or guardian, you are welcome to have open communication with your child's teacher. If you would like to contact the students teacher directly please see the staff page on the school [website](#) to locate the teachers contact information.
- [Winter Concerts](#) are coming to Forest Grove! Two concert dates; December 17<sup>th</sup> (odd divisions) and 18<sup>th</sup> (even divisions). You can purchase your free entry ticket at [School Cash Online](#). There will be no tickets available at the door – all tickets must be purchased in advance.
- Forest Grove is one of seven schools selected to be apart of our district's [sustainability pilot project](#). New stations will be set up for January. Students will be engaged with the recycling initiative and participating to help their learning.
- Clubs upcoming – badminton, card game, drawing, Rubik cube, etc. are always looking for adult supervision on these student initiatives. Currently registration is informal but can also be formal.

**Treasurer's Report: Cassidy Boulton**

- Current updates on balances provided.
- Reminder there is a float that can be used for a PAC event. This can be signed out and returned to Karen in the office post event.

- Please do not leave money in the Treasurer tray – please ask to have locked up in the safe in the office.
- Grad committee can now go directly to the bank to submit the deposits.
- For cheque requisitions please complete an Expense Reimbursement Form found online [here](#)
- PAC has donated \$1800 towards the tennis program in January which is a school wide program in the winter.
- Update from Nicole G. - After reviewing current posted budgets from the school board Nicole and Ceri on behalf of Forest Grove are looking to attend the next school board district meeting to ask questions and seek funding. PAC limited on what they can pay for, some expenses need to come from the school district.

#### **Committees:**

##### **Hot Lunch-Meagan/Chelsea**

- Choosing new lunch vendors for Fridays and will post in [Munchalunch](#) once confirmed for parents to order. Ideas for vendors?? Email [forestgrovepac@gmail.com](mailto:forestgrovepac@gmail.com)
- Setting up a new daily vendor option

##### **Health & Safety (Amanda Kurowski)**

- Lice Check update – happened today and went well. Suggestion for next year maybe October and May avoiding absent/high sick times. Suggestion for opt in once and then not needing to repeat form.
- Stay safe/babysitting courses – after a few attempts there maybe a possibility for Jan or Feb. Will continue to keep updated.

##### **Emergency Preparedness (Sam Cousins)**

- 5 key copies for emergency pallets made, one will be kept off-site
- Locations of keys to be determined this month
- Looking into funding and specific pieces to continue to build out the emergency supplies i.e. small fridge/cooler to keep medicine cool.
- Need to complete a test scenario and review classroom kits

##### **Grade 7 Grad (Amanda Kelloway)**

- Bake sale raised \$1603.45. Big shout out to Lillie and Mia who made bracelets and sold them at the bake sale and gave 100% of their profits to the grad fund! And to Alyssa a highschool sibling of Russel who sold her crochet art and donated sales to the grad. Thank you to all the fabulous artists for their contributions! Shout out to Teresa for organizing and the team of parents and fabulous groups of grads that showed up to help with the wildly successful bake sale - Thank you!
- Me n Eds fundraiser raised \$910.00. Shout out to Paul and Mika for organizing the Me and Eds fundraiser - Thank you!
- Purdy's fundraiser raised \$1095.55. Shout out to Rae for leading Purdy's - Thank you!

- We will be having our first hotdog sale this week! Thank you to Dulce for leading this and the swift group of parents/grandmas that have jumped into make this happen.
- We continue to have a wonderful and keen group of parents in the committee
- I polled the parents on the committee and spoke with Ceri regarding the current camp and other potential camp options and the parents decided to continue with the YMCA camp Elphinstone for this year along with the bus to bring the kids to the ferry.
- We recommend that the PAC invite grade 6 parents to a PAC meeting or a special meeting in May to discuss options for camp for their kid's grad year the following year. This way decisions can be made about costs ahead of time and those that want to have a say can be given an opportunity to discuss and be informed. We also recommend that this be followed each year to enhance transparency for each year.
- Our overall fundraising is going very well and I believe we are well on our way to meet our financial goals!

#### **Equity Diversity and Inclusion Committee (Lauren Cousins)**

- Black history month prep (February)
- Autism Awareness (April)

#### **Marketing Committee**

- Our first newsletter went out this month – kudos Cat and Amanda! A call out to anyone who has anything they would like to call out/inform please reach out to [forestgrovepac@gmail.com](mailto:forestgrovepac@gmail.com)
- Are you following our [Facebook account](#) or our [Instagram account](#)? Follow today for some fun and exciting content. New board being posted at the school to inform our community about the social media channels.

#### **Grants & Projects**

- Transmountain community investment application - Sam and Amanda working on submitting
- Canada Post Community Foundation (application available in February)

#### **Other:**

- A big thanks to PAC from Katherine for purchasing the new music stands for the band. New equipment helps support this dedicated group of students in their musical growth.

#### **Upcoming events:**

Santa photos update (Meagan)

- Successful event. The event was under budget and \$400 was fundraised for the Holiday Hamper program. New toys were also brought from some families for donations to the program.

#### **Christmas Caroling - update (Lorena)**

- Rain plan – tent outside the front doors and encourage to bring umbrellas – Holidays in Vancouver!
- Looking for volunteers to help – Brandi and Njomez will support however a few more volunteers would be great especially for set up around 4pm.

**Pancake Breakfast - update**

- Lots of volunteers signing up – thank you. If you are looking to volunteer we still need a couple of more spots to fill.

Meeting adjourned:- 8:33pm