

**FOREST GROVE ELEMENTARY
PAC MEETING AGENDA - GENERAL MEETING**

January 13, 2025 / 7-9 PM / Library

Meeting commencement:

Members: Becki, Cassidy, Meagan, Amanda, Nicole, Cat, Chelsea, Brandi, Lorena, Stephanie, Jordan, Alicia, Rebecca

Admin: Ceri Brophy

- 1. Call to order – 7:11pm**
- 2. Minutes from December 2024 meeting:**
 - a. Move to approve. – voted approved
 - b. Available on PAC website <https://forestgrovepac.weebly.com/>
- 3. Executive Report: Meagan Carver-Anderson**
 - a. December events - Thank you to volunteer leaders for caroling and pancake breakfast and santa photos. A huge thank you to Janet for leading the pancake breakfast for many years. Janet is stepping down and will need someone to take over pancake breakfast lead next year. Please reach out to PAC exec if interested at forestgrovepac@gmail.com
- 4. Principal's Report: Ceri Brophy**
 - a. Continuing to put the report cards online. More information can be found online at <https://forestgrove.burnabyschools.ca/report-cards-online-dec-19/>
 - i. Fun Fact – please use your Students email address instead of the parents email address for log in!
 - ii. Did you know there is a form to fill out online if you have having trouble accessing? See website above for access to the form.
 - iii. Upcoming soon – stickers on your student's planner to help assist with login and a terminal set up in the office to access online report cards
 - iv. From an accessibility standpoint we want to hear from our families if there are any suggestions for future improvement.
 - b. Lunar New Year is coming! We will not be doing a large concert for Lunar New Year as we hosted a Winter Holiday concert in December. However, there will be school wide activities on the day to celebrate Lunar New Year's and the school will come together to celebrate our learning. We are looking to invite families to come celebrate possibility February 11th or 12th - more info to come.

- c. Art starts also coming in February. Families will be invited to attend performance at the end and notice will be provide when details are confirmed.

5. Treasurer's Report: Cassidy Boulton

- a. Float is available in the safe if you need for an event. If used please ensure it is recounted and returned to the office to be locked in the safe.
- b. Please do not leave cash in the treasurer's inbox as it is not secure. Please ensure that when dropping off at the office you are requesting to put it into the safe.
- c. As a reminder the Grad account using their own account to deposit funds into.
- d. Please use Jotform form if you need to be reimbursed for any expenses. Form is found here <https://forestgrovepac.weebly.com/forms.html>
- e. GCI renewed as approved by members in attendance at meeting

6. Committees:

- a. Hot Lunch-Meagan/Chelsea
 - i. All vendors are set for hot lunches up until Spring Break. All uploaded on Munchalunch here www.munchalunch.com Sign in to order today!
- b. DPAC (District Parent Advisory Committee) (Heidi Baer)
 - i. No update at this time
- c. Health & Safety (Amanda Kurowski)
 - i. **New update** – similar to bikes students who ride an e-scooter to school must walk their scooter to storage location once they arrive on the school property. This is an important safety update to ensure the safety of all children at school. Families please update your students who may bring an e-scooter to school.
 - ii. Parking Safety Reminder:
 - 1. Please do not stop in front of the crosswalk with your flashers on to drop off kids—it blocks the view for drivers and pedestrians, making it unsafe.
 - 2. In the drop-off zone, drop off your child quickly and keep moving to avoid traffic jams.
 - 3. If you cannot find parking, there is a lot west of the school near the tennis courts, just a short walk away.
 - 4. The FG PAC always needs traffic safety volunteers. We do need adult volunteers from our community to assist as these positions for safety reasons cannot be filled by students. If you can help, email us at forestgrovepac@gmail.com

- d. Emergency Preparedness (Sam Cousins)
 - i. \$380 currently in transmountain account for funding.
 - ii. Stay Safe and Babysitting courses will be held on the Pro D day in June on June 13th. More information to be shared to families.
- e. Grade 7 Grad (Amanda Kelloway)
 - i. Parents continue to do amazing fundraising. Raffle baskets were a huge success raising \$808
 - ii. Currently we sit at \$12, 601.99 raised including \$4120 from parents first camp payment. Our goal is to raise another \$9676.01 to reach all of our financial goals. This includes all grad expenses, legacy project and paying for camp and for those that cannot afford to pay. We still have a second payment to collect from parents for camp and TCBY is expected to raise at least another \$5000 if not way more. We are feeling confident we will reach our goals!
 - iii. For the next few months we are going to run a hotdog lunch once a month and to do at least 1 more bake sale if not 2 in the community.
 - iv. We are planning on an in person parent meeting for Feb 5 at 7 in the library.
- f. Movie Night (Christine Saunders)
 - i. Admit One launching a new Add-On feature which will reduce the number of transaction fees applied per ticket. Testing for the next movie night.
- g. Seed to Table (Barb Koyanagi)
 - i. In School Classes – Jan 27 to 31, 2025
 - 1. Focus will be planning the school native garden project with the Gr. 6/7's
 - 2. Seed sorting activity with primaries, worm bins and waste management with middle classes
 - 3. Tower Garden Set up in the Community Room with Ms. Satish's class in late November/December
 - ii. After School Programs:
 - 1. Seed Library will be set up in the next couple of weeks for community members to access outside the office
 - 2. Students informed that there were seed packets taken by classmates but not with the intended purpose

3. Sprouting Chefs will draft up a message regarding the seed library to be sent out to the listserv of parents about how to use it and that seed donations are also welcome
 4. Garden Club students will be helping to guide what is grown in the garden this year as well
 5. Cooking Class program is full
- h. Equity Diversity and Inclusion Committee (Lauren Cousins)
- i. Black History Month update
 1. Currently finalizing a presenter (nephew of Viola) who will present an intermediate and primary presentation. Once finalized will work on time and space.
 2. Request to have divisions do announcements through the month. Divisions present a fact that will be provided to share on announcements.
 3. Create an invitation craft for classes to do. PAC to provide craft supplies and will be something honor of Viola.
 - i. Marketing Committee
 - i. February/March newsletter building out
 - ii. Working on combing emails to reduce the frequency.
 - j. Grants & Projects
 - i. Will apply for Canada Post Community Foundation in February, for Sensory Path (Amanda)
 - ii. AED - possibly apply for grant for same in the future

7. Other:

- Winter Craft Fair (Chelsea and Cat)
 - Looking to host a community event to help fundraise for PAC for next Winter (2026). Starting a sub-committee to begin generate ideas, create a goal for the funding and learning the restrictions/possibilities that can be move forwarded with.
- Valentine's Day Event (Meagan)
 - February 13th 5:30-6:30pm – ticket information will be sent out to families soon.
 - Looking for volunteers for event day, February 13th, starting at 4pm for set up. If you can volunteer keep an eye out for the sign-up genius link or email forestgrovepac@gmail.com
- Pedalheads Fundraising opportunity – PAC exec will look into this further.

- School calendar begins for 25/26 post Spring Break – look at PAC calendar post school dates confirmed.

Meeting adjourned:- 8:32pm