



Mitchell Elementary Parent Advisory Council (PAC) 2023-2024 Meeting #2 – Minutes

Date	Tue 14Nov2023
Time	6:00pm to 7:00pm
Location	Mitchell Elementary (onsite)

A. Welcome

- a. Reminder of Meeting Rules and Etiquette Guidelines
- b. Approval of 17Oct2023 Meeting #1 Minutes
- c. Approval of 14Nov2023 Meeting #2 Agenda

B. Introduction

- a. The Power of Parents and Guardians
 - i. Importance of volunteers and participation in PAC

C. Topics for Discussion

- a. Morning Coffee Meetup with PAC
 - i. Friday, November 17th from 8:45am to 9:15am in the school gym
 - ii. Monthly, 3rd Friday of the month. Opportunity to meet and greet with Mitchell families – All are welcome! Starbucks
- b. PAC Open Positions
 - i. Members-at-Large
 1. Shall assume responsibilities and duties as directed by the Chairperson (after consultation with the Executive)
 - ii. CPF Representative
 1. Member of Canadian Parents for French to act as liaison for Mitchell PAC
 - iii. Grad Parent Representative
 1. Parent of Grade 7 student to act as liaison between Grade 7 parents, teachers and Mitchell PAC
- c. Upcoming Events
 - i. Term One Movie Night
 1. Pick a movie – DVD or download is easier than streaming for ease of viewing (no buffering)
 2. Pick a date
 3. Movie night proposed dates: April 12, 19, or 26; June 7 or 14
 4. Ticketing – Toonie Movie Night (tickets to be sold at the door)
 5. Concession options
 6. RSVP to order Fusion Feast pizza; juice or water

Please feel free to contact Mitchell PAC for any questions/concerns/ideas.

e-mail: MitchellElementaryPAC@outlook.com

Facebook: www.facebook.com/MitchellElementaryPAC

D. Report from the Treasurer

Gaming Account Balance	\$5,744.43
Operating Account Balance	\$7,542.60

MunchaLunch Revenue	MunchaLunch Expenses	MunchaLunch Profit
\$7,640.97	\$2,799.24	\$4,841.73

E. Fundraising

- a. Hot Lunch Program (Munch-a-Lunch) - Status report from Hot Lunch Coordinator
- b. Hot lunch to continue with most profitable choices: pizza hut once a month
- c. Hot dog day was proposed
- d. Veronika to continue to contact Grade 6/7 Helpers to assist with distribution/delivery
- e. Question about process to be put in place when: kids are absent; where to put unclaimed food; set up possible siblings' pickup;
- f. Notice to parents that unpicked up food will be donated back to the school
- g. Spirit Wear
 - i. Continue sales from existing stock
 1. T-Shirts: 4 x Youth Small; 4 x Youth Medium; 3 x Youth Large; 2 x Youth XLarge
 2. Hoodies: 1 x Youth Small
 3. Pins: 69
 - ii. New colour shirt for 2023-24 school year?
 - iii. 2 week sales window (17Nov to 01Dec) for distribution on last week of school before Winter Break?
 - iv. Will continue to use current stocks until gone
 - v. Question about new design –PAC to discuss further
- h. Movie Nights
 - i. As discussed in section C
- i. Passive Fundraising (to be added to all Mitchell PAC communications as “Ongoing Fundraising Options”)
 - i. Mabels Labels
 - ii. Return-It Depot Bottle Return Kiosk

F. Canadian Parents for French (CPF)

- a. *To be announced at meeting*

G. Richmond District Parents Association (RDPA)

- a. *To be announced at meeting*
- b. *PAC 101 coming up via Zoom *RSVP*

H. Reports from Admin

- a. *To be announced at meeting*

I. Open Discussion / Q&A

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J. Dismissal

- a. Thank You to all parents who were able to attend! We hope to see you again 😊
- b. Next meeting date Tue 12Dec2023

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