

PAC MINUTES

Richard Bulpitt Elementary PAC

November 18, 2024 @ 7:00pm | *General Meeting*

In Attendance

Executive:

Rahima Rana (*President*), Simran Kaur (*Treasurer*), Zoe Ma (*Hot Lunch Coordinator*), Tom Hancock (*DPAC Representative*), Daljit Dial (*Member at Large*), Christina Funk (*Member at Large*), Catherine Maxwell (*Member at Large*),

Administration: Jennifer Espin (*Vice Principal*)

Community: Dean Baker

Regrets: Allison Senften (*Vice President*), Sandra Borger (*Secretary*), Edith Mok (*Volunteer Coordinator*), Brianna Giles (*Hot Lunch Coordinator*)

Meeting called to order by Rahima at 7:01pm.

Welcome and Acknowledgement

We acknowledge that the Langley School District resides on the ancestral, unceded territories of the Kwantlen, Katzie, Matsqui, and Semiahmoo First Nations.

Approval of October 2024 Minutes

1st - Zoe.

2nd - Catherine.

All in favour.

Vice Principal's Report

- Planning to Hire SEA. Still waiting for 2 more.
- Action plan for learning, she'll ensure that is on the website soon
- Winter Market – confirmed can be set up after school.
- Cheryl is checking on the tables
- From last meeting follow up re “Feeding Futures,” they are going for cold lunches for now, starting Nov 21. This is required from students who need it, not accessible to all (Ms. Espin is still to check).
- Nothing for hot lunches yet (Ms. Espin will check)
- Per Tom – Hot lunch will be accessible to all (and funded for students in need).

Treasurer's Report

- General Account – \$7,507.44 (Grade 5 hoodies were cashed out, the buses charge for this quarter will be cashed out by Ms. Davis. There is a service charge of 1.95 every month starting July 2024. The fee was probably discounted for a year.)
- Gaming Account – \$38,260.84 (We had over \$2500 fundraised on Halloween dance. There was an annual service charge to the account of 53.75. The coupon value fundraising checks still have to be deposited. There were only 3 munch deposits since last time)

DPAC Report

- No meeting since last PAC meeting, they are meeting next week.

Fun Lunch Update

- Very few volunteers
- Teacher involvement is creating some error (there might be some confusion on the reports they got), some grade 5 created some errors for gluten free distribution
 - We'll have to draw the line of letting parents do the distribution instead of teachers simply because of familiarity and variety of order
 - Subway is a good vendor, because they label the food per kids
- We were short staffed last time and some time the motivation for parents is to also get to see the kids, but the teachers were turning them away to avoid the disturbance and speed up the help
- Booster juice didn't deliver wraps, Brianna had to pick up.
- We appreciate 5th graders who volunteer, but they must be escorted with the adults
- Overall was fine.

Fundraisers

- Community value coupon books fundraiser is closed. 503 were sold, profit - 6513.85
- Winter market - vendors are all set, we are doing the coffee bar
 - Rahima mentioned we are thinking of outdoor banners and posters. Rahima also asked to share it on our social media.
 - Question – is the market open to public – Yes. Edith is thinking to put the signs in public areas
 - We are approved for 50/50 raffle, selling 500 tickets. The winner must be there in school during the raffle picking. If the winner isn't there to claim the raffle must be picked again. Santa will draw the raffle and will arrive at 7:30
 - Discussed concession and donation table location
 - In table fees we made - \$1855 (40 vendors, 45 tables) 2 had dropped out and we kept fees as it's a fundraiser.

- Because we were not able to secure a food truck, we are doing the Earl sandwich pre-orders for vendors and volunteers, to be paid by them.
- At concession we'll also have Juice and Pop.
- We'll need all hands-on deck because we have multiple new things, like pre-order dinner and 50/50 raffle
- Whip cream was overbought last time (12), we are thinking to cut it to half.
- Last year 4 milk and 6 chocolate milks were bought last year. We also bought oat milk and eggnog last year, those wasn't very popular, so we are thinking to drop it. 4, 2% and 3 chocolate milk are planned for this year
- We have cups and sleeves
- We are also adding tea to the menu, because the coffee machine has instant hot water option.
- Langley Christmas Bureau - We have 3 families.
 - 1 of them don't want canned goods
 - We'll do gift cards of superstore for them
 - They are new to it and so not aware what to expect.
 - We gave option to provide more options for kids and other things in need
 - 2 of the other families are in Willowbrook and Willoughby
 - Rahima will have more information tomorrow
 - We'll set up 3 trees (tonight)
 - We create the tags of family requirements.
 - The admissions money also goes towards it
 - PAC does shop for dinner. We do a little bit extra based on the kids and parents asks
- Holiday Purdy's Fundraiser - Total 5 order so far - 22.50 profit so far
 - The ordering will close on December 1.
- Movie Night - sold 60 tickets so far
 - Considered intermission but might become too late for the cleanup.
 - Our popcorn bags were small but we should keep them as is, maybe we can look at the option of a cardboard tray option that is cheap, to carry multiple bags of popcorns. We can may be offer the foldable baskets if they want to buy more bags.
 - This won't be a considered as option

Volunteer Report

- Only 1 volunteer so far for the winter market. We'll reach out to class parents to ask their respective classes. We'll need more help for 50/50 raffle
- Ask Edith about the gift card draw for last month

Spring Fling Committee Report

- This year's Spring Fling will be on Friday, June 6, 2025, from 5pm-9pm.

- Moved the meeting next week for Wednesday Nov 27.
- We'll resume in January.
- Community groups are coming, so we'll have table rental planned up.
- 2- 100 gift card donated by Pokerrito for spring fling. They'll most likely participate in the spring fling
- Simran – to ask her son's bhangra class to do a demo performance in the school.
- Ren star was suggested by Catherine. She had fantastic experience with the music and the games and stuff. He has an instagram profile which we can check out. Not planning to hire the same guy as last spring fling
- When should Rahima reach out for the spring fling games to Ms. Espin?
 - After Spring Break

Item Review

- Rainy day items - New teachers received their items. Books still to be distributed. All the teachers were appreciative.
 - Other teachers are asking if they'll also get the items. Rahima asked them to send the request for approval.
 - We can spend some out of general as needed.
- Halloween Dance - Went well
 - The photo booth opened the floor without donation and not a lot of people sent request to Rahima for pictures
- Spirit Wear - went well. The initial order went in. The deadline closed, we ended up having 7 more items because the ordering was open when it wasn't supposed to. But we got it all sorted out.
- Grad hoodies went ok, some parents emailed for small size. Rahima was able to switch the one on the spot.
- Family photo fundraiser went well. The photographer did amazing job. We earn \$20 from every family that comes in and we also get certain percentage from the photo orders.
 - Worth considering a spring photoshoot. But should consider a themed backdrop instead of neutral one like Christmas. Spring might not be as popular, so might keep it as 2 days photo session if we decide to proceed. May be propose an outdoor location for the fundraiser. Still, something to consider. We can also consider our photobooth guy from Halloween dance. We should also consider changing venues for Christmas. This year's room was too distracting for all the kids.

New Business

- Vancouver Giants tickets - Do we want to do it? We decided not to do it as they are hard to sell
- Hybrid team meetings - One of the class parents requested it via zoom or teams. Asked Mr. Oliver, we'll have to work on logistics – sound, chat etc
 - Tom suggested they do all online, but hybrid brings its own challenges.

- Do we put the minutes in the newsletter? Not there but on the websites.
- Reminder that we also offer a babysitter.
- Do we want to vote for alternating in person and online. We leaned towards in person but also weighed in the advantages of online meetings
- Team meetings do go faster, but we also can do other things without having to plan for it e.g. tree decoration after tonight's meeting
- Teams meeting can bring in more people signing up and more volunteers
- Motion - Let's do the December 16th meeting online – so we get to test.
 - 1st - Catherine
 - 2nd - Dean
 - All in favour
- ESL Accessibility
 - Many people in our school community who don't speak English. Should we consider distributing the message in multiple languages? Maybe consider newsletter and fundraisers. But the kids in school speak over 36 languages.
 - Daljit mentioned a lot of people use google translator. But do people even know if people know how to use google translator. Dean mentioned this might not be new to them.
 - Maybe start with a few common languages? Ask teachers may be after conferences.
 - What are the teachers sending the messages as for non-english parents and they use district translators.
 - Can we provide translation options within the website?
 - What about using physical posters around the school monthly?
 - A parent complained about not getting any notification and they missed conferences and concert. It is hard to say what was the issue may be the email was going to SPAM
- Foyer/gym decorating - Ask teachers to come with simple home-made decorations
 - Rahima mentioned to vote to push to the class parents to communicate with teachers
 - Ms Espin suggested decorations in the gym
 - No budget to buy the decoration so emphasis is on classroom made
- Pancake breakfast - Booked the grilled and will get delivered. Cleaning fee is also paid
 - Edith will do the sign-up sheet.
 - We have 29 divisions now so need to coordinate with teachers for the sign ups for their classes. The event might go till brunch

Meeting Adjournment

1st - Zoe

2nd - Catherine

All in favour.

President Rahima Rana adjourned the meeting at 8:37 pm.