

# Lyndhurst Elementary PAC Meeting Minutes

## Wednesday, June 14, 2023

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**Call to order:** 9:04am

**Attendees:** Scott Hodges – VP, Erin Catania – Vice Chair, Michelle Biagini – Treasurer, Paula White – Fundraising Coordinator, Shivani Singh, Kayo Dufresne, Shannon Mercer – DPAC Representative, Chrissy Jordan, Martha Garcia, Denise Brown

**Reports:**

1. VP Report June (see attached)
2. 2023 Budget & Reconciliation (see attached)
3. DPAC Report: No Report for this period – no more meetings until Sept, although looking to recruit PAC position for 2024/25 school year or sooner

**For Discussion:**

**Treasurer's Update:**

- Munch A Lunch: need to be mindful of itemizations of different deposits for various fundraisers/hot lunch as they lump together
- Evaluating refunds/donations/roll-over on munch a lunch account to close off the 2022/23 school year
- Gaming grant deadline is Sep.30, will apply in September (along with Co-Treasurer?)
- Need to update literature on return-it for express code, Paula to look into
- Cobs: request for account donation in Fall – Sep/Oct 2023, Paula to request
- 2023/24 budget proposal, wait until September to approve

**Fundraising Coordinator's Update:**

- Hot lunch volunteer schedule filled for rest of school year
- Need to decide which lunch vendors to continue with for next year. Possibly switch Sushi vendor (that delivers) and replace Taco del Mar. Paula and other PAC members

will look at other options. I.e. Domino's Pizza, Vietnamese Subs, Noodles. Looking to add more options into the rotation and request for Pizza / Chicken strips to be more frequent since they are the most popular

- Closed fundraisers in May: Meridian Farm Market & TCBY at Stoney Creek Fun Fair
- TCBY- Yogurt day scheduled for Friday, June 23rd, last Friday of school year
- Bottle Drive scheduled for June 23. PAC will arrange to take the bags to the depot. Michelle, Erin P, Paula have offered to bring their vehicles. Need to create additional signage for school as a reminder for families
- Reviewing additional fundraising opportunities for 2023/24 school year including Cobbs to encourage additional donations to Lyndhurst throughout the school year.

#### **Emergency Bin:**

- Michelle has ordered all items except for granola bars which still need to be purchased.

#### **PAC Elections & Vote:**

- To be completed in September

#### **Fruit & Veggie Program:**

- PAC voted in favour of participating in the fruit & veggie program for the 2023/24 school year, at a reduced # of students to avoid food waste and also reduced cost.
- Renewed focus on education and supporting programs regarding healthy eating, etc.
- Request PAC representative to take on a larger role on the education component to ensure optimizing the program to its maximum potential. Paula to confirm if Yvonne is still interested in this role for the upcoming school year.

#### **New Business:**

- **Grade 7 Mixers:** New Principal at Stoney Creek for 2023/24 school year, may allow for increased collaboration and events. Scott to reach out and connect on community events
- **1<sup>st</sup> day of School, Sep 2023:** PAC host coffee for parents and have PAC booth set-up to encourage new volunteers and PAC members to Lyndhurst. Need to arrange PAC volunteers that day
- **2023 Outdoor Picnic,** welcoming the start of the school year – Sep.15

- Next PAC meeting, September 20<sup>th</sup> at 9am

**Meeting Adjourned:** 10:33pm