



Henry Anderson Elementary
Parent Advisory Committee (PAC) Meeting Agenda
Wednesday, Sep. 11th 2024
6:30 - 7:30pm
Multipurpose Room

Materials: June 18th, 2024 Anderson PAC - Meeting Minutes (draft); Henry Anderson PAC - Constitution Bylaws - June 2024 revised - DRAFT Final.pdf

| Agenda Item | Presenter | Materials | Duration |
|--|------------------|------------------|-----------------|
| 1. Welcome / Introduction | All | N | 15 mins |
| 2. Adopt of Agenda | All | N | 2 mins |
| 3. Approval of Previous Meeting's Minutes - June 18 th 2024 - Updates on action items | All | Y | 10 mins |
| 4. Principal's Report (School Updates) | Chris, Colin | N | 10 mins |
| 5. Treasurer's Report | Vivian | N | 5 mins |
| 6. Fundraising Updates: - Hot Lunch Program - Stationery Fundraiser | CC | N | 5 mins |
| 7. Approve: Pumpkin Patch | All | N | 5 mins |
| 8. Future PAC Meeting Dates - Approve: Childminding - Approve: Meeting Snacks - up to \$20/mtg | All | N | 5 mins |
| 9. Adjournment | | N | |

Next Meeting: TBD

Action Items from Minutes

| Item | | Update |
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| 3. Approval of Previous Meeting's Minutes - May 21st, 2024 and Updates on Action Items | Suellen to upload PAC files to Anderson's Google drive. | Working on creating a historical page on the website to store previous years materials. They will also be stored on the PAC Google Drive as backup. |
| | Gail to post final version of the amended Constitution Bylaws and voting date on the PAC website before June 27th, 2024. Voting date tentatively September 11th at 6:30pm pending administration availability. | Call for Approval. |
| 6. Treasurer's Report and Annual Report | Budget Subcommittee to discuss reasonable amounts for events (i.e. per person dollar amount). | Deferred to when the Budget Subcommittee will meet in Oct. |
| | Budget Subcommittee to look closer into why this was (increased expenditures such as Ziploc bags, utensils, labels, transaction fees?) in at the next Budget meeting. | Deferred to when the Budget Subcommittee will meet in Oct. |
| 7. Elections | PAC to send a call-out for Fruits & Veggies Lead in Sept 2024. | Call for filling positions. |
| 8. New Business | Plan for volunteers and set up to match parent drop-off and pick-up times of 10:30am/11:30am (primary divisions) and 1:00pm/2:00pm (intermediate divisions). | We had a table with coffee on the first day of school. Well received with new parents. |
| | Hot Lunch Subcommittee to explore new/healthier options and plan to have add-on's starting September for sooner and increased revenues. | Deferred to when the Hot Lunch Subcommittee will meet. |
| | Take home Garbage on Hot Lunch Days | Would like to start Sep 18 th at our first Hot Lunch Day. Will send a reminder out the day before to take home waste and bring utensils if ordering Pasta. There will be utensils on hand if students do not have them. We will be encouraging this habit going forward. |