

**Chaffey-Burke PAC Meeting Minutes**  
**June 20, 2019, 9:15am, Staff Room**

**Start time:** 9:15am

**Location:** Staff Room

**In attendance:** Mr. Claudio Bortolussi (Principal), Eugene Lin (Vice-Chair), Catherine Qiao (Treasurer), Di Li (Secretary)

**Regrets:** Irene Yung (Chair)

1. Approval of the agenda  
**Motioned, Seconded, Motion Carried**
2. Approval of Minutes of Previous Meeting held on May 16, 2019  
**Motioned, Seconded, Motion Carried**
3. Principal's report (Claudio)
  - Current school population is 567
  - Grant money came to school for building a blacktop playground area, in this summer probably
  - Report cards are going home next week
4. Treasurer's report (Irene)
  - Irene will provide the Treasurer's report later on.
5. Business arising from previous meeting
  - School Event Review & Updates
    - Emergency preparedness
      1. One kit is needed for the additional division, and couple more emergency kits for common areas in the school - September
      2. Two earthquake drills are planned - September and October
      3. Earthquake pickup drill - early April.
  - Fundraising Events/Community Building Activities
    - Snack Sale  
Sports Day concession - \$941  
Next snack sale – June 21
    - Movie night  
Movie night on Sports Day - \$147
    - PAC Direct Donation  
Irene will provide the final number in August.
    - Creative Packs school supply fundraising

Notice will be sent out one more time.

- Special lunch  
A little glitch during the special lunch on Sports days, due to miscommunication between teachers and TOC; misplacement of the order forms, etc.  
PAC will review the issues with Ellen, the special lunch coordinator, later on.
- PAC introduction session  
Coffee and conversation – Kindergarten welcome session, September 3<sup>rd</sup>.
- Teacher appreciation Lunch  
Around \$280 leftover, probably buy a microwave for school.
- Other possible events
  - Water filtration system  
The cost for each new water filtration system is around \$3200, PAC will discuss the possibilities.

6. New Business

7. Meeting adjourned at 9:44am. Have a great summer!