

**Capitol Hill Elementary PAC**  
**Minutes of the Meeting – Wednesday, March 14, 2018**  
**Meeting #6**

**Time:** 6:30 – 7:30 pm

**Location:** Capitol Hill School – 350 Holdom Avenue, Burnaby – Library

**Attendees:**

Casey Armstrong - Head Teacher; Val Farley- Chair; Lana Mitchell – Secretary, Heather Reid- Treasurer; Adam Ballantyne, Anne-Marie Poh, Raff Pucci, Maria Pucci, Susan Chiu, Julianna Hoy, Kaori DeCola

**Principal's Report**

1. **School Plan Meetings:** March 8th - Reading Goal discussed  
April 4th (6:30 pm) Social Emotional Learning goal to be discussed. All parents invited  
Wednesday, April 18th - School Plan District Team will visit school at 9:30 am. Parents invited

**Chair's Report**

1. **Traffic Concerns:** Val phoned City to ask who to write letters to regarding traffic concerns on Holdom. The more people who write a letter expressing concerns, the better. Val will put together some important points to include in the letter and put them on Facebook, the school newsletter and PAC website. Letters can be sent to the Public Safety Committee at [clerks@burnaby.ca](mailto:clerks@burnaby.ca)

2. **Literacy Week:** April 9-13. Anne-Marie P. to organize 'Read-a-Thon'. Friday, April 6th information will go home. Wondering if anyone has connections to 'well-known' people who may want to come and read to classes

**DPAC Report**

Nothing new to report

**Fundraising**

1. **Movie Night:** Two dates suggested based on gym and Food Truck availability: May 24th or May 31st. A timeline is to be determined

**Food trucks:** Suggested we have only Two trucks, with no Minimums preferred

**Cake walk and Raffle:** Heather will apply for a raffle licence. Raffle baskets to be arranged by Karoi D. There will be a theme and money or item donations will be accepted. Information to go home in April.

**Concession:** popcorn, candy and juice boxes may be sold as part of Movie Night

2. **Family Portrait Night:** October 4th, 2018 is suggested date

3. **Ice Cream Sale:** On last day of school in June

\* The QSP Cookie Fundraiser made a profit of \$622.61\*

**Treasurer's Report**

General Use: \$2,560.32

Gaming (restricted): \$3,020.78

Grade Seven Funds: \$1,215.00

Health and Safety Fund: \$2,177.78

Playground/Garden Fund: \$548.37

**Total: \$9,522.25**

Meeting was adjourned at 7:19 pm

**Important Websites to Keep Informed on School Related Topics:**

- **Capitol Hill PAC Website:** [www.caphillpac.com](http://www.caphillpac.com)

For inquiries regarding PAC meeting, events or volunteering, please send us a message at:  
[caphillpac@gmail.com](mailto:caphillpac@gmail.com).

Face book: follow us at Capitol Hill PAC Burnaby

- **Capitol Hill Elementary Website:** <http://capitolhill.sd41.bc.ca/>
- **School District website -** [www.sd41.bc.ca/](http://www.sd41.bc.ca/)
- **Ministry of Education website -** [www.gov.bc.ca/bced/](http://www.gov.bc.ca/bced/)
- **BCTF website -** [bctf.ca](http://bctf.ca)
- **BCCPAC website -** [info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)

**The next PAC meeting is to be held on Wednesday, April 11, 2018**

