

Forrest PAC Meeting Minutes

Meeting Date: January 18, 2023

- Update regarding grants from Mr. Stiles
 - o Westman Communications Ground grant was denied
 - o Mr. Stiles and Mrs. Topham will look at applications for a grant through Heritage Coop
- Hot Lunch Program
 - o Joanne from Bend in the Willow will most likely supply the hot lunches
 - o Mr. Stiles and Joanne will meet again to discuss details such as pricing and menu
 - o Hot lunches will likely begin shortly after Spring Break
 - o Once the program begins, hot lunches will be available on Tuesday and Thursdays
 - o Purchases of hot lunch will likely be made via a 'punch card', similar to the milk program
- School Photos
 - o Mr. Stiles has not yet renewed the contract with Lifetouch and is looking into other options
 - o Local company, Imperial Photography, may be an option for school photos in the future
- Pizza Day
 - o Further discussion regarding the drink options for grades 4-8
 - o Discussed possibly adding a non-carbonated option (eg: Iced Tea)
- Fundraising
 - o Forbidden Flavours
 - Motion was raised and approved to run the fundraiser monthly until the end of the school year
 - The monthly deadline for orders will be added to the monthly school calendar/newsletter
 - Product and gift cards can be delivered directly to the school, Forrest staff can distribute as needed
 - Order information form will be adjusted/updated to highlight that the fundraiser is online only. Charmaine's contact info will be added
 - o Spring Fundraiser – Livingstone Planters (via Michelle Berg)
 - Hanging and patio planters
 - Product pickups will be available between May 7-13
 - Planters provide 30% return
 - Gift cards (\$25 or \$50) provide 10% return
 - Reminder information will be sent out with next school newsletter and just before spring break
 - Order forms will be sent home with students April 3rd (right after Spring Break)
 - Order forms/payment will be submitted to school by April 14
 - Order forms/payment will be forwarded from Forrest to Livingstone by April 18

- Motion to run fundraiser was raised and approved
- Use of Funds
 - Field Trips
 - Mr. Stiles stated that 'day trip' field trips have increased in price
 - Mr. Stiles stated that the overnight camp field trip (grade 8) is fairly self-sufficient due to parents now supplying the food for the students during the trip – because of this, funds can be slightly reallocated.
 - PAC will contribute \$125 to each grade (K-7) to use for field trips
 - PAC will contribute \$300 to grade 8 to use for their overnight camp
 - This motion was raised and approved
 - Note regarding field trips: Livingstone offers free tours of their facility or a tour with an activity for \$5 per student. This is an option for a low-cost field trip
 - Basketball Nets
 - There is \$8100 available (between PAC and the Playground Fund) to put toward the installation of the 2 new basketball nets
 - The tender will be re-tendered to see updated quotes/costs
 - There is the option for Forrest to act as its own general contractor and hire individual sub-trades. This may lower costs.
 - Forrest and PAC members will reach out to community members to see if anyone is willing to assist with the project or loan out equipment
 - Michelle Berg stated that the installation of 2 screw piles costs approximately \$7000 if done by Posi-Tech (Austin MB)
- Next PAC meeting will be April 19

End of Minutes