



École Irvine Elementary School

PAC Annotated Agenda

October 12, 2022 (7:08 pm to 8:52 pm)

Participants: Dennis Shannon, Jennifer Trumpour, Kathryn Berry-Einarson, Janel Casey, Marc Fernandez, Marie-Eve Kirkpatrick, Michaela Ross, Kathy Simmonds, Shawna Vincenzi, Pauline, Meaghan Burton, Nancy Fello, Zi Mensah, Kweku Mensah, Janae Walters, Eleanor Tso, Kristell Keely, Megan Eglsaer, Melissa Rahal, Maggie Harder, Louise Farrell, Reza Hedayat, Briana Peddle, Colleen Morel, Alison Truelove, Lesley Joyce

Adoption of agenda – Melissa Rahal

Motion: Maggie forwards

Motion: Shawna seconds

Adoption of June minutes – Melissa Rahal

Motion: Maggie forwards

Motion: Shawna seconds

Principals Report - Dennis Shannon:

- After school programs filled up very quickly; more will be coming after Christmas and in the spring. The school tried for 4 days a week but very high demand in the district for these programs so for now could only get 3 per week; will try for more in the future.
- Field trips are back in session – pumpkin patch field trips have happened this week and more are planned for next week.
- Next fruit and veg days are October 19th and November 2nd.
- Next Pro-D day is October 21.
- Picture retakes are October 18.
- ICBC road safety event is happening again November 9th.
- Halloween parade this year. Parents will be allowed in school for it – committee working to set that up. Parents will be allowed in the gym and school will parade through.
- November 1st is pajama day (day after Halloween).
- Next PAC meeting is November 9th. On November 10th there will be a Remembrance Day assembly in the school.
- The transition to include Coast Salish has gone as smoothly as could be hoped. Finding space is a challenge, all over school. Dental checks were supposed to be in December but will be put off until January.
- No official timeline on when Coast Salish will get partial occupancy in their new school.
- Old school – plastic sealing the school has been removed, air quality is good which

means that demolition can proceed.

- Area closest to new school will be done on weekends, but on the northwest side demolition may start soon. He will let us know when he learns anything more specific.
- New school – still identifying any deficiencies and there are still many things to be addressed. Still not fully unpacked, partly due to space constriction with Coast Salish. Big team effort and special thanks to Ms. Trumpour.
- School goals this year: 1) Intellectual goal is reading. Learning services has done classroom assessments and used data collected over the last 3 years to touch base with those who need it. Numerous teachers have attended workshops on using classroom-based assessments. The focus to reduce intermediate students that need support by providing early intervention as much as possible. Will review by class and see what can be gained or improved. 2) Human and Social goals are based on the Circle of Courage; information on this has been sent to parents.
- Purple playground demolition came as a surprise. Structurally was rotting and not safe and the district moved quickly on it. The district has groups coming in to look at the space and see what options we have. PAC involvement with fundraising could be beneficial. Another option is an outdoor classroom. It's possible down in the forest area may be a better option – the outdoor classroom could be essentially a circle (logs or similar).
 - Question about playground size versus school size – there are not specific rules for this.
 - Suggestion: a committee for fundraising for the new playground. PAC will look into this once we have more information about our options and possible costs.
 - PAC often puts out an option for a donation letter – could do one specific to this.
- Fundraising: Christmas cards went well. Suggestion that all classes participate.
- Grade 5's have booked Sasamat for the end of year event.
- Classroom funds this year \$200 – clarified.
- Would PAC be willing to increase costs for buses for field trips? Teachers have noted a big increase in costs. Can try to rent buses from high schools. Mr. Shannon will get cost estimates so PAC can discuss increasing field trip funds.

DPAC Debrief – Michaela Ross and Marc Fernandez

- Worked over summer with ICBC, helped by Cory Summers, the DPAC SD43 traffic representative.
- Last one was set up with police, bylaws, and ICBC on September 13. Another one is planned for November 9th. ICBC will be coming in to classrooms, doing projects in class. Police will be giving out 'tickets for good behaviour' based on the classroom projects on November 9th. They will be coming back for real traffic checks later in the year as well.
- Melanie Burton (Manager of Infrastructure with the City of Port Coquitlam) is working with the PAC on traffic issues around the school. Wellington/Kent area is flagged as an area of concern.
- Suggestions from parents are welcome.
- Suggestions include: curb bulges, flashing cross-walk signs, overall improved signage (no parking signs are confusing).

- Suggestion of a walk-about of the neighbourhood, take photos and send them to the city.
- Goal is to let Marc and Michaela know soon so we can keep momentum going with the city.

Budget Update - Shawna

- Not much has changed since May except the final expense values coming in.
- Final General account is at \$33,751, Gaming account is at \$33,272. Current budget expects to carry over \$12,890 in General and \$8,272 in Gaming into next year.
- General Account:
 - \$2000 budgeted to replace musical instruments (in progress – space an issue right now but will be used this year).
 - \$5000 earmarked for outdoor classroom or playground.
 - \$1500 budgeted for meeting supplies
 - Classroom funds approved to increase to \$200/teacher (based on number of days teaching per week). It's a bit complicated in dealing with different teachers per division – better to give to individual teachers and then it can also be applied to Student Services.
 - \$5000 budgeted for wishlist (book boxes, sound mixer for gym to supplement sound system).
 - Teacher/staff appreciation - \$500 in budget.
 - Budgeting for \$10,000 fundraising this year which we think we should be able to do.
- Gaming Account:
 - We got our gaming grant - \$7,800 (based on number of students).
 - \$2500 budgeted for a sensory wall. Side note: sensory items have been purchased for a sensory room and a quiet room in the school, separate from this; district staff will come help set up. Teachers are looking at how to set up the sensory path in the school, which is what this money is budgeted for (largely money pooled from kindergarten teacher's classroom fees for several years).
 - \$5000 earmarked for outdoor classroom or playground.
 - \$8500 budgeted for: Art starts, tennis (will start in January), High Touch High Tech planned for spring. Question: sports after school? Mr Shannon will try to start basketball. Parents interested in volunteering to help. Discussion with neighbouring schools about games against other schools.
 - Suggestion: new jerseys with new logo (possible PAC funds for this).
 - \$3000 budgeted for Indigenous programs – the craft this year will be covered by the school. Question: will there be more programming this year? An Indigenous worker will be here for 8 days (Coast Salish part of that). May have a receipt coming to PAC for that but not certain.
 - \$6000 budgeted for field trips – but will need to revisit due to much more expensive bus trips. May be difficult to book the high school buses.

Hot lunches – Kathy Simmonds/Eleanor Tso

- Eleanor is shadowing with Kathy to take over for next year. They are also helping Coast Salish get set up.

- Need to preorder first lunch by next week – October 19th. Late orders can't be accepted so please order early.
- TCBY will start in March, with several dates planned.
- The school has taken over funding for the vulnerable children lunches.
- We usually make around \$400 per hot lunch and \$150 per TCBY. The fewer transactions made on Munch a Lunch the better (avoids credit card transaction fees).
- We are doing 4 vendors this year due to previous experiences with vendors.
- Reminder: please order ahead of time if possible to avoid last minute issues.
- If there are more volunteers that could help shadow Kathy as well it would be great.
- Volunteers coming in to the school will now have to fill out the volunteer form and have current criminal record checks. The Munch a Lunch volunteer form may not work.
- Can pay with cash for hot lunches but at the moment e-transfers and cheques are difficult.

Grade 5 Committee Update – Kathy Simmonds (for now)

- No meetings yet. Still sorting out Grade 5 parent for the committee chair.
- New logo a bit difficult to work with on clothes and there are inventory problems, but Grade 5 clothing is in progress.
- Sasamat trip expected to be around \$10,000
- 58 kids in Grade 5
- Fundraisers are typically Neufeld's, Christmas Cards, Men Ed's; also a bake sale and raffling the front row tickets at Christmas concerts
- PAC typically provides the Grade 5 committee \$10 per Grade 5 student

Motion to approve Grade 5 Funding of \$10 per child – Kathy Simmonds

Motion: Colleen forwards

Motion: Shawna seconds

All voted in favour

Motion passed

2022-2023 Year Outlook

- Emergency bin sold (at profit!). Will need to empty this at some point this year – it is very full.
- PAC will have some storage space in the new school - mostly for emergency supplies but not all of the carnival stuff.
- Breakfast with Santa profits has typically been entirely for the vulnerable children fund – the province is now distributing funds for this and it will likely be covered and not need PAC funding.

Fundraisers:

- Discussion about Dominoes, Me N Eds, Chipotle's – need to coordinate with Grade 5 committee. Suggested dates Nov 10th, Feb 23rd, April 20th.
- Purdy's fundraiser is in discussion for Christmas.
- PAC received fundraising information about a company that offers hanging baskets (spring) and poinsettias/wreathes (Christmas). Will look into offering this along with the Purdy's fundraiser.
- First aid kits for fundraising – will look into a contact.
- Coffee with principle may start up after Christmas (space crunch with Coast Salish here).
- Christmas concert – in discussion (with Coast Salish). Will likely happen but will require coordination of space.
- Yearbook – request for more volunteers. Need involvement from Grade 5 committee since that is a big portion in the yearbook but would be great to have someone else help. Question: possible involvement of Grade 5 students?
- Briana Peddle is a naturopath with a child at Irvine, she has a colleague that could talk to classes about health. Colleague will follow up with PAC email.
- Movie nights – Kathy can help pass on information for that, Kristell Keely volunteered to help.
- Suggestion of family photos as PAC fundraiser – more information to follow.
- Discussion about possibly changing the photographer used for school photos – consensus seems to be that this year's photos were not great.
- Breakfast with Santa – need leads on a Santa, in progress.

Adjourn meeting – Melissa Rahal

Motion: Colleen forwards

Motion: Maggie seconds

Meeting adjourns at 8:52 pm