

## MAPLE CREEK PAC MEETING MINUTES

### GENERAL MEETING

Monday, October 24, 2022 at 7pm  
Maple Creek Library

#### **PAC Executive:**

PAC Chair – Mike van der Velden

Treasurer – Jennifer Jarvis

Secretary – Angela Mudie

DPAC – Nathalie Wang

- 1) Welcome/ Call to Order at 7:05pm by Mike van der Velden
- 2) Approval of Agenda (with additions; 5e and 5f)  
Motion to approve by Mike, seconded by Jenn; approved
- 3) Approval of Minutes from May and September 2022 Regular PAC Meeting  
Motion to approve by Mike, seconded by Heather; approved
- 4) New Business:
  - a) Budget for 2022/2023
    - i) Approval postponed to December meeting due to low parent turn out
    - ii) 2022/2023 Proposed Budget review (attached)



Maple Creek PAC  
Budget 2022-23 v1.x

- (1) Line Item Discussion:
  - (a) Guest speakers & performances – school has booked three performers at approx. \$700 each. Jenn J said if the total comes in over the budgeted \$2000 to let us know and the amount can be increased
  - (b) Yearbook fund is not required this year
  - (c) Class Funds and School Grants may not be required this school year, details in Principal's Report below
  - (d) Addition to Budget: Emergency supply budget needs to be added, approximately \$1000 - \$2000. The District is updating the standard checklist for what is required by each school. Administration will coordinated with our Emergency Supply Coordinator once information is available
- (2) Donation Letter: PAC is still planning to send a letter out to our parent community for a one-time donation. Donations over \$20 are tax deductible. Mike is coordinating with administration to distribute the letter
- b) Staff Wish List for Gaming Grant Funds
  - i) Staff wish list not available and may not be required, details in Principal's Report below
- 5) Ongoing Business:
  - a) Principal's Report – Darren Macmillan
    - i) First full month:
      - (1) Enrollment and Staffing:

- (a) 585 + with more registering
  - (b) More student services have been added (+.4 - .6)
  - (c) International students up – more ELL (140): Students have come from a number of countries and situations (some have paid to be here, families are on work visas, families with refugee status). Maple Creek has the most international students in the district
- ii) Sports, Leadership, Clubs and Activities:
- (1) Volleyball, cross country, swimming, field hockey are underway
  - (2) Band has 150 – 170 members, choir is also underway
  - (3) Leadership Presentations
    - (a) Mr. Foulkes and team are creating five different opportunities for students to get involved. Student fundraising will be for two categories – a legacy project within school and charity
  - (4) Student Leadership Council (SLC) / STEAM Ambassadors
    - (a) SLC works with the Board of Education to provide an outlet for students to get themselves, and their schools, involved in district-wide initiatives, have their voices heard and engage with like-minded individuals. Maple Creek SLC students have been attending sessions at SFU
    - (b) (S)cience, (T)echnology, (E)ngineering, (A)rts, (M)ath Ambassador: 4 students have been identified as STEAM Ambassadors
  - (5) Intramurals are planned
  - (6) Lunch activities are now being utilized more with the weather declining
  - (7) Quebec trip (May 13-20, 2023)
    - (a) The first meeting/ information session was held on October 19<sup>th</sup>
    - (b) There are 65 spaces and 73 students have expressed interest
  - (8) Halloween Dance
    - (a) Halloween dance is on Halloween from 1:30pm – 2:45pm
    - (b) Students will run the music
    - (c) Traditionally the school charges \$2 to go towards fundraising but there will be no charge this year to encourage more students to attend
    - (d) Activities and a concession stand will be run by student leadership
    - (e) Non-dance activities will be available in the HUB
    - (f) Each team will have a dedicated area with a quiet space
- iii) Learning:
- (1) Student services – IEPs are being developed
  - (2) Admin Expectations
    - (a) Building Blocks (Ian's Charter Work)
    - (b) Team Presentations occurred in October, administration attended these to discuss expectations
  - (3) Pro-D Days: there have been two Pro-Ds so far. The first was schools based, the second was a Provincial Specialist Administrative (PSA) day
  - (4) Literacy assessments have been completed
  - (5) Triad Conferences
    - (a) These are a three way meeting with Teacher > Student > Parent
    - (b) They will run November 2-3
    - (c) They will be communicated and organized by teachers, not through administration
- iv) Calendar Items:

- (1) First Exploration Presentations: The assembly will be on Thursday, October 27 with 5 music classes performing
  - (2) Earthquake Drill on Tuesday, October 25
  - (3) First Hot Lunch on Thursday, October 27
  - (4) Halloween Dance on Monday, October 31
  - (5) Remembrance Day
    - (a) School wide assembly on November 10; parents welcome to attend
    - (b) No school on November 13 for the STAT
- v) Budget / Wish list:
- (1) Student and Family Affordability Fund (SFAF)
    - (a) The one-time funding will be provided directly to school districts to help them expand school meal programs, make sure students have the school supplies they need and cover any additional fees so that students in need can take part in activities, such as field trips
    - (b) Maple Creek has been allocated \$63,000; these funds will expire at the end of the school year if not spent
    - (c) There are three specific categories to apply these funds to – Food / Supplies / Fees. Administration is determining the limitation on where the funds can be used.
    - (d) A Staff Committee has been put together to plan how to disperse these funds
    - (e) A District Committee has been put together for schools to exchange ideas
    - (f) Parent Input is desired by the school
      - (i) A survey may be sent out seeking information/ opinions from parent's
      - (ii) A Special PAC meeting dedicated to SFAF will be arranged for mid-November
- vi) Staff Wish Lists:
- (1) This will be revisited when it is determined how to allocate the SFAF monies
- b) Vice Principal's Report – Ian Robertson
- i) Sharing Charter Work:
    - (1) In class charters have been developed by students with support of teachers and administration
    - (2) The charters outline how students want to be with each other in the classroom as well as how they should treat each other
    - (3) The charters provides students ownership and accountability of their actions and behaviour with in the classroom
    - (4) One of the intents is to turns rules into dos and not don'ts
- c) Executive Reports:
- i) Chair: No formal report.
  - ii) Treasurer:
    - (1) Account Balances:
      - (a) Gaming \$23,923.65
      - (b) General \$9,023.59
    - (2) The 2022/2023 budget will be revised to take into account the SFAF and the need for PAC funds and will be presented at the December meeting for approval
  - iii) DPAC:
    - (1) The first DPAC meeting is on Wednesday, October 26
    - (2) Parent Night: Digital Awareness November 2022. The session information will be shared with the parent community by administration
- d) Vacant PAC Positions:
- i) Grade 8 Leaving Ceremony Coordinators

- ii) Staff Appreciation Coordinator: Role filled by Jennifer Sam at the September meeting
- iii) Fundraising Coordinator
- e) Hot Lunch Update:
  - i) First lunch is this Thursday, October 27
  - ii) 153 orders; lower than expected but a decent start
  - iii) 7 parents have volunteered for distribution from 10:30am – 12pm in HUB
  - iv) Jennifer will be at the school on Tuesday to finalize the logistics
  - v) Invoice for Subway and Munch-A-Lunch subscriptions have been send to the treasurer as well as a request to leave the Subway cheque in the office for Thursday's delivery
- f) Ongoing Fundraising:
  - i) COBS: Jennifer picked up the cheque for \$153 from COBS and will leave it in the office.
  - g) Review Correspondence/ Mail/ Communications: Nothing to review
- 6) Adjournment 8:29pm motioned by Mike and seconded by Jenn; approved.
  - a) Next PAC Meeting: December 5, 2022

**Attendance:**

**Maple Creek PAC – Monday**  
 Note: You must be the parent of a child at Maple Creek Middle School. Only one parent from each household may attend.

Name
Mike Vander Velden
Heather McMullen
Angela Mudrie
Amir K. Sharifi
Jenn Jarvis
Aviad Itzkovitch
Charles Shih-I Yeh
Natalie Wamey
Leah Barrington