

Mountain Meadows Elementary

PAC Meeting Minutes – Wednesday April 13, 2016

In attendance: Angela Blackall - President, Heather Robins – Treasurer, Zoe Furby – Secretary, Terai Hicik – DPAC, Jen Mackie, Robin Funk, Deserey Cairns, Victoria Leslie, Cecilia Juarez, Brenda Ramsay, Jamie McMurray, Lynne Borsbey, Rob Shoucair, Shannon Oliver, Karen Jeannotte, Kate McMeiken, James Ding, Ana Davidson, Yuki Gregson, Jennifer Scudds

7:05 PM – call to order

Approval of the minutes:

Motioned by Terai Hicik, seconded by Robin Funk . . . PASSED

Agenda: Added items, Shannon Oliver to discuss FM System, Update on Jog a Long

Motion to approve the agenda – Robin Funk, seconded by Heather Robins . . . PASSED

Angela Blackall:

Introduction of attendees / explanation of what we do at a PAC meeting for new attendees

Kate McMeiken - Principal's Report:

Great turn out at assembly – thank you to parents who could attend.

Thanks for the laminator – new smart board to be installed next week.

Mr. Junkology – presentation upcoming about recycling and reusing materials – this ties in with this month's theme of the environment.

1 – Explanation of the ongoing work at school on the **re-designed curriculum** – there will be another Pro D on this topic, there is much teacher collaboration to get ready.

2 – There will be a practice **Emergency Release on May 4th**. This is a trial run to see how the emergency release of students would happen in the event of a real disaster or emergency. The Health and Safety committee has met to discuss this, there will be communication on implementation to staff and then there will be communication to parents.

Sometime in the afternoon of Wednesday, May 4th, parents and caregivers will be asked to pick up their children from the school in this drill. The point is to communicate to parents and then see how long it takes for people to arrive. Non-enrolling staff will be available to talk to parents as they come to verify by division and identify parents as per emergency release forms.

There was a discussion about daycares and if they would be willing to pick-up in emergency and it was recommended that parents speak to their daycare provider.

Parents can review who they named as emergency release forms by contacting Shirley Poland or your classroom teacher. Students will only be released to a parent or a person who has been named on the emergency release form.

In a real event this will all be communicated by mass email/twitter then phone.

Kate is working with other administrators and the MME staff and then will send out communication to parents.

3 – As it is spring time, administrators are working on **classroom projections for next year**. School staffing is to be established in May. Projected enrollment is between 2008 and 2016. It is possible that our school could grow to 10 divisions for next year but things fluctuate depending on which families move in and out of catchment during the next few months.

Treasurer's Report – Heather Robins:

2 outstanding cheques

Withdrawal \$23.28 – no record – waiting for answer from BMO

Gov added \$408 to casino account – possible allocation to Mr. Junkology

Jog a Long – ribbons have been bought / popsicle sales are helping to off-set costs

Grade 5 – review of funds available and then added funds from bottle drive

Discussion about Menchie's Fundraiser – idea for Grade 5 Grad – passed along to Jen Mackie

Question from Rob about MAL Hot Lunch and how profitable each one is – early in the year \$200/lunch but with more recent lunches more profitability as we have switched back to pizza, hot dogs and McDonalds which have better profit margins and are more popular.

Motion to use part of the new money from the casino account to pay \$300 Mr. Junkology by Jen Mackie Seconded by Cecilia Juarez . . . Motion Passed

Plant Sale - Jamie McMurray:

Another email will be coming out tomorrow and some paper forms will be available in the office. Link for payment to be sent out. Some confusion about payments etc. April 18th is the deadline – delivery May 3rd. Posters to be posted and a notice on the PAC board.

COBS Fundraiser – Heather Robins:

Discussion about dates for another COBS fundraiser – Heather is thinking of adding more selection than just cinnamon buns – possible to run this at the end of May.

Movie Night – May 6th – Terai Hicik:

Terai will not be able to attend. Volunteer needed to run the event. Jen Mackie volunteered.

Discussion about using the movie night for Grade 5 fundraising.

Motion to allocate the profits from the May 6th Movie Night to Grade 5 Grad, by Terai Hicik, Seconded Jamie McMurray . . . Motion Passed

Grade 5 Grad – Jen Mackie:

Grade 5 students will be going to Camp Jubilee on June 17th – two deposits toward the cost have been paid and there is just over \$1000 owing. Still needing about \$500 but parents can be asked for some money. Trying to keep it affordable. The grad committee needs to meet to make some more decisions about what plans will be put into place.

Just Dance – Zoe Furby:

Explanation to new parents about what Just Dance is – a parent participation event where we project 'Just Dance' videos on the big screen and the kids can follow along. It is free to get in but we will be fundraising on the night with a basket raffle, 50/50 draw and concession. The event will be held at 6 pm on May 20th in the gym. Zoe Furby is running the event but will be needing volunteers. We have the same DJ (Sam Zacharias) volunteering his time, lighting and audio equipment. Robin Funk will be in charge of the baskets. Ceci Juarez and Brenda Ramsay will consider running the concession again. Heather Robins will arrange for the gaming licences. Posters will go up and a notice will go home in the planners on Monday April 25th.

We will be asking for basket donations by division and Robin Funk will also seek corporate donations. Parents can donate items or cash. Parents will also be able to donate via munch a lunch. Zoe will prepare something for this and send it to Angela.

Motion to spend up to \$500 to use for costs of running the dance (baskets, decorations, posters etc.) by Zoe Furby, seconded by Shannon Oliver . . . Motion Passed

Suggestion from Rob that we give something to Sam for volunteering/donating his time and equipment for the event.

Motion to give Sam a \$100 Gift card as a thank you by Rob Shoucair, seconded by Shannon Oliver . . . Motion Passed

Campbells Labels – Ceci Juarez:

Ceci mentioned that we have lots of points to be spent on sports or music equipment – Kate and Ceci to meet to decide what to buy.

Jog a Long – Robin Funk and Jennifer Scudds:

Robin - concession going well – re-couped ½ of what has been spent already, Jen Mackie may do freezie sales for Grade 5 and Robin will continue to sell chips/chocolate.

Jennifer Scudds – discussion about the end of the event assembly, Runners Den may donate / Jennifer and Kate will meet to discuss date for assembly.

Shannon Oliver expressed a concern about sweets etc. as sales for the JAL – promoting health – frozen treats ok once in a while.

Brenda Ramsay expressed a concern about the cost of the prizes – Robin responded explaining that JAL is already making money – and that there is a prize for the top boy and girl per grade, and pizza party for the class with the most laps.

Volunteering - Deserey Cairns:

Discussion about how to get involved and be a volunteer. We have many ways to get involved and this is often communicated by email or in the PAC newsletter. Advised there will be a request for volunteers for Just Dance. As a PAC we need and welcome any help or involvement.

FM System – Shannon Oliver:

Further from last meeting – an audiologist has recommended using an FM system to help students better atune to their classroom environment. This is already being used in Ms. B's class. Many schools have moved to this system – new equipment is a lanyard to help amplify and costs about \$1000 per unit – may be something for all classrooms to help more kids. Long term investment. Kate requested some information on the units and is willing to investigate and take this to the teaching staff. Shannon will get some information to Kate.

Staff Appreciation Day May 2nd - Jen Mackie:

A letter will be going out to all parents to request help to set up on the day and clean up – trying to find out what the teachers would like. Lunch and something else / veggie / gluten free / dairy free in staff lounge. Ceci, Heather, Zoe to volunteer but we will need more help.

Fundraising Alternative – Terai Hicik:

Terai suggested that we ask parents for money at the beginning of each year instead of fundraising. There was some discussion about this but no decisions were made.

Panago Pizza Fundraiser - Brenda Ramsay:

Our school can sell 100 vouchers per year. Each voucher costs \$10 and will get a medium pizza off the regular menu – Panago gets \$6 – the PAC gets \$4. Discussion about when to do the fundraiser and it was agreed to run it in June so families could have the vouchers for the summer. No budget is required as there is no cost to us in running this.

Looking ahead:

Next meeting Thursday June 2, 2016 7:00 PM – this will be the last meeting of the year

Each year we need to elect a new executive and all of the positions will be available. We will be voting on this at the meeting.

If we do not fill the following positions, we lose \$20/student in funding as well as all of the money we have raised to this point.

- President (can be 2 people)
- Secretary
- Treasurer
- DPAC

There is a link on newsletter to describe the roles.

We are looking for people who are interested in stepping up to take those positions on.

There are many other positions ie: hot lunch co-ordinator / after school coordinator / jog a long coordinator / holiday market / munch a lunch administrator etc.

We need help in order to run the PAC and have all of these events. If you have any interest in becoming a member of the PAC executive please don't be afraid to ask questions.

Meeting adjourned 8:51 PM