

Mundy Road Elementary School
PAC General/Annual/Executive Meeting Minutes

September 22, 2021

Present: Leanne Buteau, Shannon McGeehan, Tasha Boivin, Serena Boivin, Mimi Lin, Lindsay Gallo, Jenni Gasparini, Clara Fogliato, Danielle Ciavarro, Lily Gu, Jennifer Lowther, Teresa Morsara, Nadia Nashlenas.

Meeting called to order: 7:00 pm

Welcome and Introductions

Approve agenda from September 22, 2021: Motion: Shannon McGeehan Second: Jay Hilliker

Motion to approve agenda: Motion: Shannon McGeehan Second: Jay Hilliker

Chairperson's report (Jon Lundquist/ Shannon McGeehan):

- Reviewed Agenda.

Principal's Report (Leann Buteau):

- Mundy Road is growing, have a new division this year- 16 teachers and 4 teacher's assistants.
- Covid protocols continue this year.
- School will receive notice from Fraser Health of exposures and parents will receive emails.
- Terry fox fundraiser happening.
- Security issues: finding glass and drug paraphernalia on school grounds. Leanne meeting with RCMP and the school district next week. RCMP will be increasing security.
- PAC meeting format, virtual or individual.
- Staff appreciation day- all food items will need to be individually wrapped.
- Lindsay Gallo enquired about hosting a book swap and a costume swap, if it was held as an outdoor event. Book swap is no problem, Leann will need to check with district around hosting a costume swap.
- Mundy Road is looking at having a pancake breakfast this year, not sure what this will look like.
- Christmas market may not occur this year, PAC and Leann will be in discussions on how this could possibly occur this year.

Treasurer's Report (Samantha Cohene):

- No new report.

Volunteer Coordinator (Jenny Gasparini):

- Emailed organizers tonight. Still looking for volunteers for two more divisions.

DPAC (Clara Fogliato and Amy Jaeggle):

- Clara looking at the website to see when the meetings will start. Jenni informed PAC that the first meeting will be October 6, 2021.

- Shannon will email DPAC and cc Clara and Amy on the email.

Hot Lunch (Danielle Ciavarro and Nadia Nashlenas):

- Trying to set up hot lunches.net. Next week the plan is to send out a letter to parents explaining the process to sign up.
- Fruit and vegetable program. On hold right now. Nadia looking into the process.
- Three hot lunches set. Two treat days. Hot lunches will be held on a Wednesday.
- Orders need to be put in one day prior to hot lunch day.
- Still not sure about organizing volunteers for hot lunches.

Safety Coordinator (Mimi Lin & Jennifer Lowther):

- Safety coordinator from last year emailed contacts to Mimi and Jennifer.
- Roadside safety sessions can occur but needs to be given to individual classrooms.
- Organizing a speaker to come into the school to talk about child luring.
- Looking into how to have the flags put up on Mundy Road. Need to find volunteers to put them out.

Merchandising Coordinator (VACANT):

- Vacant.

Social Coordinators (Lindsay Gallo):

Will review at the end of the meeting.

Emergency Preparedness (Jay Hilliker):

- Kits are in the classrooms.
- Parents can add in a special item to a kit if desired.
- Kits are good for 5 years.
- The kits purchased last year are now good for 4 years.

Fundraising (Heather Hooton and Lindsay Gallo)

- Lindsay showed an excel spreadsheet of fundraiser ideas. Divisions would be assigned to fundraisers.
- Neufeld meat and pies fundraiser before thanksgiving. May need to do this later.
- Costume swap, earlier rather than later. Start taking in donations next week if approved.
- Amy Williams is willing to do another photo family session for the school.
- Lindsay will look back in the meeting minutes to see who we purchased poinsettias and wreaths from, as another possible fundraiser.
- Clara mentioned, Red Robin would support us with a fundraiser. Red Robin will host the fundraiser for one week. Clara will see if Red Robin can host a fundraiser during Halloween week.

Communications Coordinator (Serena Boivin)

- Will forward important information from the meeting minutes to the school secretary so they can be inputted in the school newsletter.
- Serena will check in with Jon re: sending the zoom link out to all parents at Mundy Road prior to PAC meetings and the sign that goes out on Pac Meeting nights.
- Nadia will put PAC meeting nights on Welcome page.
- Will look into advertising for PAC meetings.
- PAC dates need to be finalized and put in the school calendar.

Parent Education Coordinator (Shannon McGeenhan)

- Looking at conducting a survey monkey to assess what parents would like for parent education topics.

New Business:

- Meeting will be changed to a Tuesday.
- Looking at changing the time to 7:30, Shannon will check with Leann and Jon if this would work for them.
- Will try and keep meetings to one hour.
- Some ideas to stream line meetings:
 - Allow each PAC member to report and leave the discussion to the end of the session.
 - Share meeting notes via google document therefore prior to each meaning PAC executive can (in point form format) summarize what they will report in advance. Also make note as to how long they think it will take them to report it.

Open Discussion/Old Business:

- Will continue to have meetings stay via zoom.
- Lily suggested we could put a link in the school newsletter to a google document, allowing people to sign up as volunteers. Lily volunteered to set up the google document.
- Nadia suggested we could also set up volunteers through hot lunch.net. Nadia will look into this option.

Motion to adjourn: all

Time: 8:47 pm

Next Meeting: September 22, 2021 at 7:00 pm via ZOOM