



Eagle Mountain Middle PAC General Meeting

Tuesday November 7, 2023

7pm at Eagle Mountain Middle and on zoom

Amendment to minutes after December 5, 2023 meeting – correction to attendance

Attendance:

Administration in person

Andrew Graham

In person

Jane W	Jessica L	Jill K	Judy C	Julie C	Katie G
Kirsten R	Maria W	Michelle M	Oscar G	Stephanie L	Tisa O Yerika A

Online via zoom

Amy W	Atania K	Miranda J	Sergey B
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Meeting was called to order by Michelle at 7:07pm.

1. Welcome – Michelle
 - introductions
2. Approval of agenda
3. Approval of minutes from October 10, 2023
 - with amendment to minute item 5.a.ii to “Jane and Jessica available to help”
4. Land Acknowledgement – Katie
5. Approval & Clarification of PAC roles
 - Katie G elected as Co-Chair
 - Jill K and Jane W elected as Members at Large

2023-2024 PAC Executive:

Co-Chairs:	Katie G and Michelle M
Vice Chair:	Rena H
Treasurer:	Stephanie L
Secretary:	Amy W
DPAC Rep:	Maria W
Communications:	Miranda J

Members at large:	Jane W	Jessica L	Jill K	Julie C	Yerika A
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6. Admin Report - Andrew
 - Parent teacher conferences held last month
 - Lots of active clubs
 - Staff starting to prepare reports for 1st term, reports including IEP’s will be on MyEd December 6

- Exciting news – speed bumps being placed on drive through this Friday (pending weather), student safety remains a priority
- Staff and students in continuous discussion around literacy goal – to engage students in being interested in reading; with technology, info is quick and short, trying to get kids to dig in deeper into reading
- Returning to focus on social emotional learning; during the pandemic the focus was a care model to address the added stresses and fears; now returning to goals of self-regulation, problem solving, conflict resolution
- Andrew in discussion with Diversity and Anti-Racism District Principal Wendy Wu about what EMM wants to do to have an equitable school
- If parents have questions or ideas, always welcome to come talk to Andrew

Parent question: on MyEd, can't access report cards

Andrew: reports not available after school year ends when ministry does a refresh of the system; parents can call office and ask secretary to generate a report card; parents reminded to download reports from MyEd

7. Co-Chair Report: Katie & Michelle

- Set up Whats App group for exec and members at large for any quick chats; anything formal through emails
- Rena will manage PAC emails; Jessica currently answering any Winter Market questions; Jill volunteered to check emails along with Rena
- “Student Experience” survey for gr. 8 leaving; Andrew suggests Microsoft forms and admin can send the survey to student ie. preferences for a dance, outdoor adventure, gift, etc.
- Andrew reports last year gr. 7 parents helped out to set up the buffet and refreshments for the meal served after the gr 8 Leaving Ceremony so gr. 8 parents could hang out with kids “paying forward”
- Fundraising:
 - remind parents of “passive fundraising” (mention EMM when purchasing items at Cobbs, etc)
 - Miranda will prepare a graphic for social media and newsletter; deadline of Nov 15 to submit items for the newsletter to Saras in the office
 - Yerika volunteered to touch base with passive fundraisers Cobbs, Liquor Store, Recycling
 - Miranda reports that someone from “Dollars and Cents” reached out to her about a possible fundraising program for schools, she will follow up with them
- Saras retiring on December 22 – PAC to discuss a gift

8. DPAC Report – Maria

- Working on acquiring DPAC meeting schedule

9. Events

- a. Hot Lunch - Oscar
 - i. Working on getting this going, Michelle suggests goal for late November
 - ii. Will need call out to parents to help – day of, managing munch-a-lunch

- b. Winter Market – Jessica and Jane
 - i. Need a lot of volunteers – set up, take down, managing each table, etc, currently have 13 volunteers, need closer to 50
 - ii. Event scheduled for December 13 and 14; gym available after school Dec 12 for set up
 - iii. Parents pay via School cash online
 - iv. Stephanie – last year revenue \$9,620, expenses \$3,874
 - v. Discussion about food sensitivities, vegan options likely not possible within budget
 - vi. Jane requested info about process for parent reimbursement when purchasing items for the Winter market; Steph to enquire about setting up e-transfer option with the bank
 - vii. Jessica and Jane propose an increase to budget; PAC exec requests to see separate budgets for winter market and for items that can be used for other events/investment items; conversation re: potential to increase budget ongoing
 - viii. **Motion to approve current spending budget for Winter Market to \$5,000 – all in favour**

10. Treasurer's Report – Stephanie

- Stephanie – will talk to bank about e-transfers to ensure quick reimbursements
- Annual budget is very similar to last year's actuals; Stephanie working on finishing budget with updates
- BC Gaming funds received - \$10,000 (plus \$3,484 carry over from last year)
- Revenue sources include munch-a-lunch, winter market, parent donation for gr 8 leaving, passive fundraisers
- Potential budget items:
 - EMM's 10-year anniversary; Andrew says staff are discussing an event in May 4pm-7pm open house and ceremony with an art piece
 - Kevin Keeler's work to put EMM signage on back of school

**Motion for the following to be signers on all Eagle Mountain Middle School PAC bank accounts:
Stephanie Lyster, Katherine Golbey, Michelle Malpass, Rena Heer**
– Motion by Kirsten R, seconded by Julie C, all in favour

Motion to approve operating budget as is with amendments
– Motion by Julie C, seconded by Jill K, all in favour

Budget Amendments:

1. Teacher discretionary funds - # of divisions has changed from last year, this year all teams have 4 divisions
2. Clubs – rather than stating individual clubs, this year's budget will have one lump sum for all clubs

Other Business:

- Gr 8 leaving – still need a parent lead
- Nutrition info for kids – potential program, a good fit for a Gaming grant expense

11. Adjournment: 8:48pm

- a. Next meeting: Tuesday December 5, 2023 at 7pm on zoom