



Eagle Ridge Parent Advisory Council (PAC) Meeting Minutes

Thursday May 11, 2023 6:45pm via Zoom

In Attendance: Tara Lyons, Becky Ma, Joanne Breckenridge, Jen Short, Don Hutchinson, Leah Dixon, S. Morrison, Rachel, Joanne Howey, Keith Sorenson, Patricia S., Mal, Kathy H., aalbuquerque, Shawn Marsolais, Kelli, Ralph Pantophlet

1. Call to Order and Territorial Acknowledgment – Tara Lyons

- a. Raising of the house posts – encourage everyone to attend

2. Review and Approval of Agenda – Date of Agenda needs to be updated. Motion to approve agenda by Jen S. and seconded by Leah Dixon.

3. Review and Approval of Minutes – No opposition. Minutes from April meeting approved by Leah D. and seconded by Tara L.

4. Principal's Report & Questions – Don Hutchinson

Please see full report posted at <https://www.sd43.bc.ca/school/eagleridge/Parents/PAC> under 'Principal's Reports'.

- Final reports will go out June 29th.
- Parent appreciation will be held on sports day.
- Grade 5 year end activities upcoming.
- Next year there will be 6 pro-d days, 4 determined by district, 2 picked by school.
- School organization for next year – 18 divisions, 1 less than current. Continuing staff 26.2 and we were given 26.2. Ms. Kyle is on maternity leave.

Tara L. – Are there some teachers leaving?

Don H. – Yes, Ms Martin, Ms Miyanaga, and Ms Voss.

Tara L. – That's such a loss.

Tara L. – Regarding parent appreciation – some parents didn't know about it.

Don H. – Might set up something up in under cover area and also out front.

Tara L. – Should we advertise on our list?

Discussion of Bell Schedule:

Don H. – Sent note to families with background information as to how we came to this decision. 29 out of 47 schools adopting schedules.

Joanne B – Was the decision to implement working lunch evidence-based?

Don H. – Yes, other school were doing it. We were told to look to see if the schedule would work for us and it did.

Joanne Howey (Teacher) – Wasn't the working lunch necessary because of the shorter day?

Don H. – No, it was because of the staggered lunch. There are only 3 noon-hour supervisors.

Joanne B. – Were parents consulted before working lunch was implemented?

Don H. – Yes, they were notified last year.

Joanne B. – Was Fraser Health consulted about working lunch?

Don H. – The district would know.

5. Executive Committee Reports

President's report – Tara Lyons

- Book Fair was amazing. Stella was a great help. 1 mistake with the dogman book, but it has been sent. Numbers are comparable to last year. Scholastic credits go to the library and teachers. (Ms. Morrison and Ms. Howey appreciate getting the credits directed to classrooms.) \$100 per teacher and just under \$1500 to library, and some to connect to Kindergarten books.
- Jen S. – Teachers were ordering books but also stem-related resources
- Thank you to all the volunteers
- AGM next meeting – All exec positions up for re-election. We are in particular need of a treasurer. Please contact us. We will not receive our gaming grant (which funds dance week, hoop dancer, etc) without a treasurer. A more formal call will be sent out.
 - Jen S. asks Don H. to put blurb into newsletter email about treasurer position.
Don agrees.
- Spirit of Coquitlam grant update – Losing hope that we will get grant. City is asking more questions. Torill is helping with this.
- Sports Day – June 2. Last hot lunch of the year. Need parent volunteers to hand out freezies/popsicles.
- Parent Survey

- 50 responses, survey will be left open.
- People either get hot lunch or they don't, based on whether kids like them.
- More formal presentation next meeting
- Lots of interest in year end event
- Staff appreciation Lunch
 - It will be nice to have small committee next time to set this up.
 - Kathy volunteers to help next year

Fundraising report – Jen Short

We have not done much fundraising in the past month. Winding down for the end of the year. Our last hot lunch will be posted soon. Get in touch with PAC with input on fundraisers!! Starting to put together with plan for next year.

Treasurer's report – Becky Ma

We have issued all PAC support cheques to teachers. This came to ~\$5020 and we had budgeted \$5200. 27 teachers were reimbursed.

Don H. – Have any teachers not submitted?

Becky M. – No.

Don H. – There is one, who is on maternity leave.

After everything, there is ~ 20k in the general account and 13k in gaming. We received the Domino's and Purdy's deposit and \$75 in e-transfers for staff appreciation.

Tara L. – Did you get the sushi receipt to Becky? (Doing it now). We still need to get money raised through KEV for staff appreciation. Don, will you have more invoices for the gaming account?

Don H. – No.

Jen S. raises issue of funds to support year end event.

6. Committees/Events

- Hot Lunch
 - Went well. Lots of leftovers, so Red Robin did well.
 - Red Robin does have a 'middle school size' option that will be available next year
 - Next hot lunch is June 2 (pizza)

- Grade 5 Committee
 - June 8 going to visit middle school
 - June 9 is the trip to Cultus Water Park
 - June 15th is year end lunch and shaved ice
 - June 23 is the grade 5 year end ceremony
 - 2 parents invited.
 - Issue of reimbursements, Becky is in touch about how those funds are distributed.

Don H. – It is close to spending all that they raised

Tara L. – It looks like they won't need to use PAC funds

- Year End Event – Jen H.
 - Jen H. is asking Costco to sponsor us pre-cooked bunned hot dogs and regular concession with water, candies
 - Jen S. – *Don can we have pop?*
 - *Don H – Yes, but not inside*
 - Bouncy castle quotes – with operator \$500 for 2 hours. Could be set up inside or outside. – Event will be Tuesday June 20th from 6-8pm. Carnival game rental quote is \$100
- Sports Day June 2 – volunteers needed
- Plan for next year
 - 2 people need food-safe, 8 hours of training

The year end event will have no entrance fee. The only pay option is for food. Where should funds raised from food go to? This is up for discussion.

Joanne B. – How many kids in bouncy castle?

Jen S. – Probably 10.

Joanne B. – How about two bouncy castles?

Tara – Where will funds raised go, back into gaming? All in, event's cost would be \$2800.

Don H. – If funds in gaming aren't spent, you'll receive less going forward

Tara L. – Spent over 3 years.

Don H. – What's the worst that happens if funds go into general?

Tara L. – I would be comfortable with funds going into general.

6. Motions

Joanne B. motions to amend the agenda to include a motion for use of gaming funds to support year end event. Seconded by Tara L. Motion passes.

Motion for up to \$2000 for use of gaming funds to support year end event, rental of 2 bouncy castle, 6 games, and a face painter if funds allow. Motioned by Jen S. Seconded by Tara. Motion passes.

6. Question & Discussion Summary

Don H. – Next year we will be getting a youth worker. Schedule to be determined. They will be shared with Walton Elementary. We are waiting to determine the schedule of the Indigenous youth worker as we do not have space for both at same time. It is possible that the youth worker can take a number of kids after school, to help with some families. But care will not be available every day of the week.

Tara – What will be their role?

Don – They will work with some of the vulnerable students in the classroom, not to the extent of a counsellor.

7. Adjournment

Tara L. motions to adjourn, Leah D. seconds. Motion passes.

Thank you for attending the Eagle Ridge PAC Meeting. We appreciate all of our parent and caregiver volunteers! If you would like to add an item to a future agenda, please send you request to item 2 weeks prior to meeting.