



Eagle Ridge Parent Advisory Council (PAC) Meeting Minutes

Thursday Apr 13, 2023 6:45pm via Zoom

In Attendance: Tara Lyons, Becky Ma, Joanne Breckenridge, Jen Short, Don Hutchinson, Torill Gillespie, Tanya Peresin, Krista Davy, Kathy Hemany, E. Singh, Alesia Sullivan

1. Call to Order and Territorial Acknowledgment – Tara Lyons

2. Review and Approval of Agenda – Date of Agenda needs to be updated. Add discussion for use of gaming funds for dance. Agenda change for Apr 13 is adopted. Motioned by Torill G. and seconded by Jen S.

3. Review and Approval of Minutes – No opposition. Minutes from Mar meeting approved by Torill G. seconded by Becky M.

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'.

1. APL is getting ready for spring assessment.
2. March in Review: New afterschool programs – soccer is full, Place des Arts have 12 kids. Six Cedars assemblies, lots of field trips and class presentation, family movie night, green theme day.
3. Parent communication stays the same.
4. Grade 3 gifted screening will begin next week. Assessment gives insight into learning challenges kids might have
5. Learning survey
6. Scholastic book fair
7. Reading length challenge
8. Como lake relays 55 kids attending next Thursday
9. In May, connect to Kindergarten sessions.
10. Upcoming events – listed in report.

Summary of discussion after Principal's report:

Krista Davy – Connect to Kindergarten sessions will be hosted in school. Planning 3 different afternoons of 45 minute blocks. 1st day having students come into Davy and Howards classrooms, 2nd session in Kroeker's classroom. On the 3rd day, kids will be with teachers, and parents with Don.

Tara, are you interested in doing blurb from PAC? Tara says yes. Dates will be May 12, 19, 26. [PAC commitment is for May 26th 1:45-2:30.]

Tara L. – (Regarding the upcoming Como Lake relays) 55 kids are going. Are parents driving them and picking up?

Don H. – Yes.

Tara L. – What is track attack?

Don H. – Grades 3, 4, 5s are spending 6 afternoons outside, rotating 8 stations. Team is made after assessment. This group and then goes to district track meet at SFU.

Torill G. – (Regarding Eagle Ridge's proposed bell schedule) Admin procedure 131 states that schedules should be consulted with staff and parents and meet the requirement of minimum instructional time. When and how will parents be consulted? How will parents feedback be used?

Don H. – Next year schedules haven't been submitted yet. After then, schedule will be presented. Share concerns with district superintendant Gerald Chong to confirm. District needs to confirm schedule. Will be meeting with Nadine Tomouline (sp?), she was fine with schedule but the schedule still hasn't been sent for final sign off.

Torill – will minimum hours be met for this year?

Don – talk to Gerald. Most schools following 293 or 294 minutes per day.

Joanne B. – Eating time is being used for instructional time. What is going on in the classroom during this period?

Don H. - Reading to kids, teachers should not be eating lunch and watching cartoons.

Krista D.– Children are eating and I move around and work with specific children.

Tanya Peresin– (audio problems)

Joanne B. – Other schools also have a working lunch but haven't reduced the school day. Is there anything that can be done so that the school day isn't shortened?

Don H. – Those schools have extended lunch hour but noon hour supervisors are only here for an hour so we can't extend lunch hour. Problems occur if kids are out for more than 30 minutes. We might switch so that primaries have lunch outside first.

Tara L. – Can we add discussion of the schedule to next meeting?

Don H. – Yes. In previous years some schools weren't meeting the instructional time requirement. District will fine tooth comb the schedules.

Tanya P. – Working lunch is used for instruction because we need that time to meet the curriculum.

Torill G. – Some consideration to families and their schedules is warranted.

5. Executive Committee Reports

President's report – Tara Lyons

- **Movie night**
 - Held on March 31 – had to order more pizzas.
 - Will order pizzas to sell slices next time.
- **Spirit of Coquitlam grant update**
 - Torill G. put in grant with Tracey S. and Tara L.
 - City wants to work with us, but it looks like they won't fund the pancake breakfast because we did it last year. They would help purchase the equipment, but the issue with that is space. We could purchase plates, spatulas, etc.
 - Perhaps the dance would fit the criteria better? The city needs new proposal by Monday.

Jen S. – Can we tweak pancake breakfast so that it's new?

Torill G., Jen S., and Tara L. will discuss further. Community welcome in September is another option.

- **Staff appreciation**
 - Don H. says staff liked the way it was last year.
 - PAC volunteers there to serve is fine.
- **Book fair**
 - Stella helping to organize.
 - Don will receive materials.
 - April 21st, will be setting up from 2-4pm. Start first thing the following Monday. Would be good to have exec there Thursday. 9 -1:10. Parents shop Thursday and Friday.
 - Alesia S. volunteers to help set up on Friday.

Treasurer's Report – Becky Ma

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

There are PAC teachers support cheques that haven't cleared. Need name for cheque for the technology upgrade.

Don H. – Make it out to the school.

For those upgrades, we need a receipt. 8k spent so far, is there anything that shows what was bought? There is no proof of payment.

Don H. – We don't receive receipts. Will speak to accounting department to see if there is something.

21 teachers have submitted reimbursements so far. Don has reminded teachers. Some cheques haven't cleared yet. Becky has some concerns about some of the items purchased and she will discuss with exec later.

Amounts for pizza night still outstanding.

Fundraising report – Jen Short

- Domino's profit is ready, will drop cheque to Becky
- Focus now is on getting year end dance ready. Event will be evening of June 20th. Have hired entertainer. What do parents want at this event? Game stations? Do we need event insurance?
 - Alesia S. – what about a photo booth?
 - Don H. says insurance should be covered under school but will check.
- Will put together plan and will motion about it at May meeting.
- Are we allowed bouncy castles?
 - Don H. – Check whether the businesses that rent them carry liability insurance.

5. Committees/Events

- a. Hot Lunch – Tara L.
 - Next hot lunch is April 14
 - May 5 will be Red Robin
 - June 2 is Fresh Slice
- b. Traffic Safety Committee
 - No update

- c. Grade 5 Committee – Tara L. (no committee rep present)
 - Note - PAC hasn't been kept sufficiently in the loop about this committee's plans and activities
 - Thursday June 15 Pizza lunch will be served by parent volunteers.
 - School rate is available for Fresh Slice and Domino's, but we don't know who they are using
 - Kona ice slushy truck will visit school and serve grade 5s. A gift card will be given to each child but we haven't been told what's going in there.
 - \$750 from gaming was allocated by PAC to grade 5 committee.
 - Parents are paying for part of Cultus trip and the school paying the rest. Grade 5 committee won't have to pay for this.
 - We need to consider that this needs to be equitable between years.
- d. Childcare Committee
 - Ministry announced soft start for a before and after school care for kindergarten were in school before and after school. But our district is not currently entertaining it.
- e. Parent Education – Tara L.
 - Apr. 4th event held
 - Dr Williams. 18 in attendance. Good discussion but less interactive than previous year.
 - Consider PAC night on substance use or harm reduction.
- f. BC School Fruit & Vegetable Nutritional Program
 - No update

6. Question & Discussion Summary

Torill G. – there continues to be a shortage of school-age care for Eagle Ridge students. There are SD43 schools that have after school care programs on site. Baker Drive recently put out an RFP for a provider to run out of their music room. Lee Elementary also does this. Could we start a discussion about whether this could happen at our school?

Don H. – I'm meeting with Nicole Denot (sp?) from Glen elementary to get up to speed on care options in the area (working on environmental scan).

Tara L. – Don, please update on this next meeting

7. Adjournment

Jen S. motions to adjourn. Torill G. 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.