



École Irvine Elementary School

Parent Advisory Committee (PAC) Annotated Agenda

February 8, 2023 (7:05 pm to 8:39 pm)

We respectfully acknowledge that we live, work, and learn on the traditional, ancestral and unceded traditional territory of the kwikwəłəm (Kwikwetlem First Nation). We thank the kwikwəłəm who continue to live on these lands and care for them, along with the waters and all that is above and below.

Participants: Marc Fernandez, Kathy Simmonds, Shawna Vincenzi, Dennis Shannon, Zi Mensah, Kweku Mensah, Pauline, Janae Walters, Maggie Harder, Eleanor Tso, Kristell Keely, Louise Farrell, Reza Hedayat, Alison Truelove, Michelle Patell, Megan, Oleh

Adoption of agenda – Janae Walters

Motion: Eleanor forwards

Motion: Alison seconds

Adoption of January minutes – Janae Walters

Request by bank to modify the January minutes with the correct year and to state what PAC is an acronym for.

Motion: Shawna forwards

Motion: Kristell seconds

Principals Report - Dennis Shannon:

- Rob and Jordan from Edge Imaging are here to present what they offer for school photography.
 - Rob and Jordan are both photographers with Edge, Rob with 30 years of experience. Focus is care and attention to detail and getting good photos.
 - Extra time/photos will be taken to ensure good photos
 - Lowest retake rate in industry (2.5% and usually these are kids that were away for the first photos).
 - They ask for some parent volunteers from the PAC to be there on photo day to help organize the kids (these volunteers offered a free photo package).
 - They are looking to continue to grow their business.
 - Some options for photos without other children around for kids that are shy.
 - Always try to build a good rapport with the children.
 - Edge Imaging did the school photos this year at Minnekhada.
 - Examples of the proofs shown.
 - Standard wide selection of backgrounds, excellent quality photos.
 - Packages not required - selections available.
 - An information package was left for the school/PAC. Cost estimates will be emailed to Mr. Shannon to forward to the PAC.

- Schools are booking for the fall now, so booking soon is advised.
- Edge Imaging is a Canada-wide company.
- Example yearbook was shown - good quality.
- Ron from Photo Expressions will be at the next PAC meeting to give examples of what they offer for school photography.
- A site traffic review was conducted this morning (February 8th), Marc will provide more details in the DPAC review.
- Sasamat costs for the Grade 5's came in at approximately \$100 per student, which was around what was expected. Some parent drivers may be needed, but other volunteers are not needed. The date will be Tuesday, June 13th.
- After school programs are up and running, with the new drama program one starting soon. The new drama program filled up immediately.
- Grade 5 pub night - teachers were not aware of the details, so Mr. Shannon will send the information out to parents.
- Real acts of caring week coming up
- Valentines day coming up next week
- Family Day holiday will be on the 20th
- The next hot lunch is on the 15th
- Pink shirt day will be on the 22nd
- The next Pro-D day is on February 24th
- The school panorama photo will be on March 31st (with MountainWest)
- Pink shirts are here and will be sent home this week.
- No information yet on the kindergarten numbers next year but should be clearer soon.
- The exit for the new parking lot will be across from Myrtle. The city will be working with the school district regarding safety at that intersection. The grade around that area will be a factor.
- Renton is still a drop-off zone - it is a bit more difficult with the construction. The bylaw is that people should not leave their vehicle.
- Question about poor street lighting in the area - can more lights be added? The city has been hesitant to add lights until everything is in its final position. Suggestion of reflectors on some of the temporary traffic stands around.
- No timeline yet on when the new parking lot will be finished.
- Homemade cupcakes can now be sent to school.

DPAC Debrief – Michaela Ross and Marc Fernandez

- Kindergarten cross catchment wrapped up today.
- This month's information sessions was about preparing kids for post-secondary education
- Consultations on going regarding the DPAC website.
- Any traffic or fundraising issues or questions can be brought to Marc or Michaela to forward to the DPAC.
- This morning a site traffic review was completed. The review was organized by ICBC road safety coordinator, Kathleen Nadalin, and included RCMP, city bylaw officers,

the Port Coquitlam city engineer, DPAC representatives, and school officials. This is the 3rd site review and the focus today was to look at coordinating traffic improvements (crosswalks, signage, traffic calming). Items in discussion include no-stopping signs and lights around crosswalks and traffic calming measures that could include curve bulges - would require an application to the city and will involve local residents. Some restricted parking on Myrtle will be coming.

- <https://dpac43.ca/wp-content/uploads/DPAC-General-Meeting-Minutes-January-25-2023.pdf>

Budget Update - Shawna

- General account \$45,380
 - Fundraising from TruEarth and reflectors has come in recently.
 - Classroom funds are being used at a steady pace.
 - High interest savings - can be used for the general account. CIBC and RBC contacted. Since we tend to carry a certain amount of money over every year it may make sense. Could do 1 year fixed or variable.
 - Will continue to look into the possibility of online banks but the dual-authorization makes it tricky.
- Gaming is at \$32,506
 - Art starts booking fee.
 - Discussion with RBC to remove fees. Still unnecessary monthly fees at RBC.
 - Tennis was paid out of Gaming.
- Me N Eds cheque incoming for grade 5's.
- Provincial Spirits fundraiser brought in approximately \$400.
- We have fundraised just over \$10,000 so far this year, which is ahead of where we were last year.

Grade 5 Committee Update – Kathy Simmonds

- Field trip is set and the bus is booked.
- The Total budget is just over \$8,000, so far around \$5,500 has been raised.
- Pub night is on Feb 25.
- Art cards, Neufeld's, Me N Eds and Purdy's fundraisers still to come.

Carnival Committee Update – Alison Truelove and Eleanor Tso

- No meeting since last PAC meeting. May 26th is the date. In the process of confirming vendors and purchases. By March, hoping to start getting the games out of the container so we can assess the state of the games.
- Will look into getting Port Coquitlam fire to bring a fire truck out for the carnival.
- No restrictions on the cake walk (can be home-made).
- Question about carnival location - will be partly indoor and partly outdoor (weather dependent).

Roundtable Discussion

- A PAC fundraiser is piggy-backing on the pub night - Personal Best Martial Arts is running a 'parents night out' which includes 4 hours of childcare (5-9pm). The cost is

\$45 per child and includes pizza. Personal Best will be paying \$40 from each child to the PAC. Posters will be handed out around the school. A digital version will be requested that Mr Shannon can send to the school. For school-age children (K and up).

- Question about dances - some elementary schools have dances, but have not been done at Irvine in the past.
- Mr Shannon will be sending out some of the options for the spring for after school activities, asking for feedback in the form of ranking activities or suggesting additional ones.
- Playground: because of where the playground was, in order to build a new one the new guidelines for the Riparian zone around Hyde Creek must be considered. It may impact the footprint of the playground or may require the playground area to be moved back from the creek further. We may be able to get some extra funding through a grant (through the school district). The district determines which companies can be contracted.
- Shawna will look into a grant through the city of Port Coquitlam. The playground options have been discussed with the kindergarten teachers and the Learning Experience.
- Question about an outdoor classroom - could the outdoor classroom go into the Riparian Zone by the creek. The forest by the creek and the top northwest corner of the school are areas suggested for outdoor classrooms.
- Discussion about safety on the basketball court with balls at drop off/pick up.
- Family photo fundraiser: Reza spoke to Grad BC about a family photo fundraiser. The company offers two options - at school indoor or outdoors at a park. \$39 per family, 10 minutes per family, one 8x10 photo included. \$29 of the fee goes back to the PAC.
- There is another photo company that has provided information to the PAC - 65 25 to pac 10-15 photos to pick one digital for free (get info from Shawna) Street Studios
- Movie nights - can we pick a date?
 - Coast Salish is doing one Feb 23rd.
 - Suggestion of March 31st (Friday).
 - Kristell and Colleen are leading volunteers on this.
 - Will discuss further details at the March PAC meeting.

Adjourn meeting – Janae Walters

Motion: Maggie forwards

Motion: Kathy seconds

Meeting adjourns at 8:39 pm