



ÉCOLE IRVINE ELEMENTARY PARENT ADVISORY COUNCIL

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3862 Wellington St., Port Coquitlam, BC

Parent Advisory Council (PAC) Annotated Agenda

June 14, 2023 (7:04 pm to 8:21 pm)

We respectfully acknowledge that we live, work, and learn on the traditional, ancestral and unceded traditional territory of the kwikwəłəm (Kwkwetlem 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: Shawna Vincenzi, Dennis Shannon, Janae Walters, Maggie Harder, Cathy, Colleen Morel, Michaela Ross, Jennifer Trumpour, Louise Farrell, Kathy Simmonds, Pauline Hwang, Alison Truelove, Briana Peddle, Mariam B, Rama Bagga, Sorabh Kapoor

Adoption of agenda – Janae Walters

Motion: Colleen forwards

Motion: Shawna seconds

Adoption of May minutes – Janae Walters

Motion: Colleen forwards

Motion: Shawna seconds

Principals Report - Dennis Shannon:

- Thank-you card handed to PAC from Staff
- Calendar:
 - June 15th Parent tea, 1:45-2:45pm
 - June 20th Coquitlam flag reason ahead of National Indigenous Peoples Day on June 21st, will be televised on Teams.
 - June 20th retirement event for M. Escueta – 6:00-7:30pm, for current and past students
 - June 23rd sports day
 - June 26th Year end assembly
 - June 28th Grade 5 leaving ceremony – 1-2:30ish
 - June 29th Last day of school and staff appreciation lunch
- Coast Salish – starting to pack their things up, movers here on the 30th, everything expected to be moved in 1 day.
- Restructuring for the fall can begin according to original plans for school. Although normalcy and space will be welcome, we will miss them being here.
- One Art Starts has been booked – Steve Harmer, on kindness and gratitude – first Monday of school year in September. Will be working with K students and the gradual entry schedule so that K students can be here for that.
- Art Starts now is \$800-900 per session.

- Tennis is Fun – scheduled in the fall (early October). They will give us some portable nets. Minimum of 4 lessons.
- Sensory pathway materials still haven't been received (have been ordered). The district will provide some funds as well. Ordered last month.
- On June 20th – if anyone can help the morning of the 20th, Bannock will be made for students.
- Give This Book Away – books have been distributed, current kindergartener students can sign their names and they will be handed on to the new kindergarten students next year.
- Plan for Indigenous work with drumming – will be booked in September, may try to invoice this month.
- Grade 5 books – have arrived, will be distributed.
- Code of Conduct – will be cleaned up and updated.
- Our school's mission statement and staff charters will also be updated.
- Coast Salish – are looking at getting a gift for Irvine as a thank you for sharing this year.
- New playground – layout and colours have been selected (blue and green), will have rubber on ground as well as mulch. Will have 2 slides and an extra climbing feature. Now on order, will go in the same spot as the old purple playground. Timeline for construction not certain yet.
- New soccer field will have new soccer nets as well as backings (particularly on the street side). The field will be redone, less large gravel – but still gravel (all weather).
- Currently 18 divisions expected next school year.

DPAC Debrief – Michaela Ross

- Traffic update: ICBC has been pushed to bring a speed monitor here. ICBC has said it will be delivered soon but so far has not been.
 - We are hoping for a lot more interest from them for September.
 - Marc has been working on the transit and biking fronts. HUB has sent a report providing details on bike safety in this neighbourhood. Transit is another avenue that can be looked at – Wellington in front of the school is a transit zone, that could possibly be changed.
 - We are expecting speed bumps on Wellington – end of 2023/beginning of 2024.
- Michaela is now DPAC member at large and has volunteered to be French Immersion rep for the district, which includes working on presentations (parent education) that will be presented at the district level.
- Internet safety recommended as a presentation (again) and presentations on how PACs should be runs

Budget Update - Shawna

- General \$44,689
 - \$6,000 was budgeted for buses, still have \$95 left.
 - High Touch High Tech – did it in 2022 but not this year. Still in budget for next year.
 - Saleema Noon in budget - \$2,000.
 - \$5,000 for musical equipment/computers. Computers are taken care of. Home reading program is taken care of.
 - Classroom funds increased to \$250 per teacher.
 - \$2,000 for wishlist items.
 - Currently \$500 for staff appreciation lunch – suggesting increasing to \$750.
 - PAC fees include zoom and babysitting - \$500.

- Sports Day – could be added as its own item for next year or left in ‘Events’. Hot dog, juice box, maybe something extra. Suggesting \$1000 for a budget.
- Connecting to K event – signs for future years, first day etc. – also from ‘Events’.
- Munch a lunch fees paid
- Gaming \$29,370 - \$4,000 for extracurricular, \$1,500 for Indigenous programming, field trip bus funds \$6,000.
- If everything is spent according to plans would have \$72 left in Gaming next year (will be renewed with a Gaming grant next year) and \$5,000 carrying over in General – to carry PAC through fall expenses before fundraising comes in.

Motion to Approve 2023-2024 Budget

Motion: Shawna forwards

Motion: Allison seconds

10 in favour, Motion Passed

Motion to increase Staff Appreciation Lunch from \$500 to \$750 for this year

Motion: Janae forwards

Motion: Kathy seconds

10 in favour, Motion Passed

Grade 5 Committee Update – Kathy Simmonds

- Trip was yesterday - good aside from some rain – wall climbing, archery, kayaking, etc.
- Year End Party – funds spent so no legacy for next year. Party/ceremony will be on June 28th.
- Louise has offered to be admin on the Facebook page.
- Hot lunch – Eleanor will take over.
- Last TCBY next Tuesday.
- Eleanor can start looking at dates for future hot lunches.
- Breakfast with Santa will be taken over by Megan
- Thank you to Kathy for all the time she has spent over the past many years on events for Irvine!
- Request for Halal options – open to vendors that will provide this, but not cost effective with existing vendors.
- Question about who is chosen as vendors – cost effectiveness, good service, flexibility in dates, food that kids like

Carnival Committee Update – Alison Truelove and Eleanor Tso

- It was successful!
- Brought in \$5,446 which is quite a bit more than previous years (2018 and 2019).
- Planning started in December and involved many volunteers.
- Some suggestions were discussed for next year (changes to layout, additional garbage/recycling spots, shade/cooling stations).
- A memo of what was involved and suggestions for future years will be given to PAC for the PAC Gmail drive.

Roundtable Discussion

- Yearbook proofs have been submitted – thank you to Heather Montgomery and Marie-Eve Tetrault who volunteered their time to do the yearbook this year.

- Staff Appreciation Lunch
 - Taco Del Mar again this year
 - Volunteers will deliver it to the school
 - Current Fundraising: Nicelife going through this Sunday (June 18th), Western Skybooks continuing through summer, Mabels Labels, Cobs, Flip Give, and Tru Earth.
 - September 21st – Sushi Fu already booked.
 - Potential September fundraiser – Kona Ice does fundraisers. Note: Munchalunch won't be in effect until October.
 - Art Cards already booked through Photo Expressions (in time for Christmas).
- 3 retirement gifts were purchased for Mr. Escueta, Mrs. Flood, and Mrs. Bryson.

Adjourn meeting – Janae Walters

Motion: Colleen forwards

Motion: Maggie seconds

Meeting adjourns at 8:21 pm