



## École Irvine Elementary School

### Parent Advisory Committee (PAC) Annotated Agenda

March 8, 2023 (7:03 pm to 8:42 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:** Kathy Simmonds, Shawna Vincenzi, Dennis Shannon, Janel Casey, Pauline, Janae Walters, Maggie Harder, Eleanor Tso, Kristell Keely, Louise Farrell, Alison Truelove, Michaela Ross, Briana Peddle, Marie-Eve Kirkpatrick, Reza Hedayat

#### **Adoption of agenda – Janae Walters**

**Motion: Maggie forwards**

**Motion: Kathy seconds**

#### **Adoption of January minutes – Janae Walters**

**Motion: Shawna forwards**

**Motion: Maggie seconds**

#### **Principals Report - Dennis Shannon:**

- Ron Comeau from Photo Expressions is here to present what his company offers for school photography.
  - Port Coquitlam-based company.
  - Have been doing the yearbooks for Irvine for several years.
  - Did Coast Salish photos this year so some familiarity with the school and administration.
  - Multi-poses – 4 photographs/poses. Goal is something that cannot be done at home. Allows standard poses as well as poses that are the choice of the student. Student allowed a wildcard pose for silly/fun poses – and these were commonly ordered poses.
  - Retake rate is low due to this.
  - Offer local landmarks as well as standard variety of background poses.
  - Express-proofs – can see photo proofs on photo day with original takes delivered by Remembrance Day and retakes by beginning of December.
  - Using 3 lights – better quality than many big companies
  - Full-time photographers including Ron. No sales team – Ron acts in sales.
  - Rebates offered back to school – 10-12 cents per dollar.
  - Offer student directories, stickers for school, wall posters.
  - This year numerous schools are joining Photo Expressions – by recommendations. Many schools are looking for different options now.

- Based in Port Coquitlam and focus is to remain local.
- Parents can volunteer to come in and help get kids ready – up to 6 parents can volunteer and get a free package out of it. Helps lower retake rates, helps establish relationship with school, and helps build experience for future years.
- For children that are more anxious, they will take as long as needed and will not follow a set schedule during the day. EA's can help and children can come back at recess/lunch when it is quieter/less bright.
- Art fundraisers also run through Photo Expressions – like Art Cards but 'on steroids'. 30% PAC profit on every order through art fundraisers. Many different products available.
- For Christmas cards – launch is September to beginning of November. Hand-delivered for local schools.
- Edge Imaging was last month, Photo Expressions was this month – big companies have started reaching out too.
- From Mr. Shannon's perspective – Ron has been in several times but not applied pressure. Edge Imaging has been applying quite a bit of pressure.
- Mr. Shannon will request pricing from Ron.
- Report cards will be ready on Friday.
- Spring break next week.
- Classroom/panorama photos will be on March 31.
- Kindergarten incoming information meeting on March 29. Final numbers still being settled.
- Next PAC meeting April 12<sup>th</sup>
- Easter April 7-10<sup>th</sup>.
- District budget meetings start April 11<sup>th</sup>.
- Mr Pearse (Coast Salish) – will be giving some of their profit from Shawn Lam's videography of the Christmas concerts.
- Riverside AAAA girls basketball champions would like to have players come to Irvine and practice with grade 5 girls.
- Cheque will go in for deposit for Sasamat.
- New after school programs set for the third term – from the survey the 4 most responses were for art/science; sports; robotics/steam; musical theatre. New programs will be: 1) Mondays young performers; 2) Tuesday young Rembrandts power of drawing and basketball; 3) Wednesday multi-sports; 4) Thursday junior robotics and digital arts; 5) Fridays love to dance (K-5).
- Will open up registration 7pm this Friday, if possible.
- Many programs start the week after spring break.
- On days gym not being used, can look at grade 5 girls practicing with the Riverside team.
- Playground: district will contribute a substantial amount as well as money currently available. Meeting this Friday. What functions we would like to see? Example: daycare says shallower steps (more geared to 3-6 year-olds), minimum 1 slide, climbing options, good size platforms, suitable for younger students. Comments from parents: windows with store/stool under a platform. Tunnels or something to hide in.

Monkey bars suitable for young children. Sensory items (sound tubes etc.). Steering wheels, things that are interactive.

- Shawna suggests putting secret word in each email to encourage readership of emails – something to incentivize parents to actually read the details.
- Traffic – the change to the bus parking has really improved traffic flow.
- March 31<sup>st</sup> suggested for a movie night.
- Question: is it possible to get notice farther ahead of time to notify parents of days that parent involvement may be needed?

### **DPAC Debrief – Michaela Ross and Marc Fernandez**

- Updates on district wide things – updating district wifi (bigger deal for high schools)
- Family smart resources online for families that are struggling.
- Parents invited to participate to request upcoming presentations. Feedback included peer mentoring programs (success in Maple Ridge). Undertone with older elementary and middle school kids – bullying an issue. Also international students struggle, discussion to improve experience for these students. Multicultural events suggested.
- Example: Cedar Elementary has a multicultural rep in their PAC.
- How to prepare parents for kids with IEP's – not much transition into high school.
- DPAC newsletter – much effort into this, website revamped.
- Traffic – much effort had gone into improving traffic around the school.
- 3 new speed bumps coming at problem areas in front of school. Encouragement for light at Myrtle, issues with parking there. Clarification needed as to when in 2023. Lighting around the school still an issue.
- ICBC will be putting speed signs around the school at top of school. Not sure when.
- Mr Shannon adds that city/bylaws talking about end of February – signage on Wellington – west side 30 m north and 15 m south will be no stopping. On East side no stopping from cross walk down to Kent.
- Question about Myrtle – that is where exit will be – definitely will need something there once when the exit is operational. Will there be a stop sign there?
- Grade leading up to exit – could be an issue with visibility.
- Question: possibility of speed bumps in surrounding neighbourhoods? Around the school, speed bump things do not need neighbourhood petitions. For surrounding neighbourhoods though, would need the formal petition process.
- Spring plants – Urban Roots is doing a spring plants fundraiser, with 20% of proceeds going to the PAC. This is set up with a window of a couple of months. Just need to mention Irvine and can shop at Urban Roots. Will send info out on this too.
- Lighting around Myrtle – lighting may not happen there – area needs to be busy all the time, not just school times

### **Budget Update - Shawna**

- No update on exact amounts (different computer).
- We still have a lot of money in our gaming account to spend by end of year. We need to spend more by end of year or risk not getting a full gaming amount.

- Sensory hall this year? \$2500 currently budgeted - maybe add sensory wall outside too?
- Playground funds \$5000, hard to carry over more with this account.
- More indigenous programming? We had \$3000 set aside.
- Another Art Starts after break.
- Mr Shannon/ Ms Trumpour asked what we can spend money on. Suggestion: dance/drama. Also a sports day – PAC could provide free lunch. PAC additions to welcome to Kindergarten events. Parent Connecting to K event will be early June – first meeting will be March 29<sup>th</sup>, with some form of meeting every month.
- \$6000 budgeted for field trips. Can we fund more for buses or field trips in general?
- Question about replacing musical instruments: challenging being lack of a room. Money for that was coming from general account because it is too close to curriculum.
- With RBC account – switched to online statements to reduce fees. Talking about reducing fees. No free transactions. Other account is \$3.75/month flat rate (10 transactions per month). \$1.25/month flat rate plus that amount per transaction. CIBC account is free so may change to them.
- Alison has 2 ideas: Carnival can spend more money (bouncy castle at carnival – or two for different age groups). Other inflatable options. 2) Blank spaces around school – opportunity to do art around school – Mr Shannon has a muralist he recommends.

**Motion to approve \$2000 from Gaming account on Carnival free activities.**

**Motion: Shawna forwards**

**Motion: Alison seconds**

**Vote: All in favour, motion passed**

**Grade 5 Committee Update – Kathy Simmonds**

- Made \$1000 on pub night.
- Total raised \$7040, still need \$820.
- Still have Spirit Bear coffee fundraiser ongoing, end of month 2<sup>nd</sup> Neufeld Farms for pick up end of April. Meridian meats fundraiser. Not doing Purdy's – so PAC will take that. Art Cards fundraiser – cards are due from classes tomorrow.

**Carnival Committee Update – Alison Truelove and Eleanor Tso**

- International women's day – acknowledging all the women that are volunteering for the PAC
- March is finalizing booking most things with a task list thanks to Louise.
- Will be looking through PAC-owned games in the container.
- Tentative schedule set for the carnival.
- Port Coquitlam fire and Personal Best Martial Arts will be on site.
- BBQ will presell on Munchalunch – burgers, veggie burgers, hot dogs, chips pop/water. Will try to offer gluten-free buns.
- Purchasing a square card reader that we can use for future PAC events.
- Discussions re: free items to provide at Carnival (motion approved for funding).
- Dunk tank already booked.

- No admission but games will require tickets.
- Date will be May 26th.
- In April will be putting out call for raffle baskets. Will do themed baskets based on donations. 17 themes planned so far for each division.
- Call for cakes for the cake walk which can be homemade.

### **Roundtable Discussion**

- Melissa Rahal will be sharing Chair duties with Janae for the rest of the school year.
- Shawna's 2 years as Treasurer are up at the end of this year and although she can extend a year it would be good to get additional volunteers.
- Playground/outdoor fundraising committee – there are a lot of grants that are out there and would be great to have additional volunteers to look into this. Port Coquitlam has a grant but due mid-March.
- Outdoor classroom is a separate fund.
- Discussion about finding a spot to plant a tree to recognize the new school. Question of location and keeping the tree 'safe'. Also discussion about a new Little Library. Some gaming money could go towards this.
- \$405 raised from the Personal Best fundraiser – suggestion to have them come to a PAC meeting to talk about after school or lunch options.
- \$200 raised from the Sushi-fu fundraiser.
- Movie nights – March 31<sup>st</sup>. Some help will be needed. Working with Coleen. Will print out fliers. The movie is selected.
- Fundraisers for rest of school year – Michaela has a suggestion called Build-a-biz. They provide a curriculum that would be included into the regular curriculum. Teaching entrepreneurial skills to kids which would also act as a fundraiser - \$250 given to school as well as supplies. Will send info to Mr Shannon. Through a non-profit. Will also try to get someone to bring someone to present to PAC about this. Can set up fairs that kids can sell goods at.
- Family day photo shoot with Grad BC company – will have to follow up with Mr Shannon re: details for this.

### **Adjourn meeting – Janae Walters**

**Motion: Janae forwards**

**Motion: Kathy seconds**

**Meeting adjourns at 8:42 pm**