



ÉCOLE IRVINE ELEMENTARY PARENT ADVISORY COUNCIL

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3862 Wellington St., Port Coquitlam, BC

Parent Advisory Council (PAC) Annotated Agenda

January 10, 2024 (7:05 pm to 8:23 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, Michaela Ross, Jennifer Trumpour, Yewei Wang, Louise Farrell, Kweku and Z Mensah, Eleanor Tso, Pauline Hwang, Junchen He, Kristell Keely, Alison Truelove

Adoption of agenda – Janae Walters

Motion: Maggie forwards

Motion: Pauline seconds

Adoption of June minutes – Janae Walters

Motion: Shawna forwards

Motion: Michaela seconds

Principals Report - Dennis Shannon:

- Not much to report on third day of school
- Kindergarten Program of Choice opens Jan 11 and closes on the 17th. It is a lottery and does not matter when a name is entered. Priority is given to a sibling in the program in the school, and catchment are given priority over others in district.
- Every year families miss the deadline.
- After school program registration opened on Jan 9. Several have sold out but not all.
- Thank you to the Santa Breakfast and Christmas Concert staff and volunteers. All went very well.
- Parents of grade 5 students – hoodies have been ordered and should arrive this month.
- Hot lunch on Jan 18th (Boston Pizza), order delivery deadline is tonight.
- Jan 24th fruit and veg days – Armstrong cheese sticks.
- Jan 29th – ProD day.
- New Playground opened in December and open to age 7 and under students, as this playground was designed for them. Eventually we expect all students should have access once the novelty has worn off.
- On the steep hill alongside Wellington, landscaping has been done (again) and covered for the weather.

- Traffic – was not great on the first day back, but has improved. Challenges and traffic plan alterations may be needed if winter weather arrives.
- Rental groups are using the gym most days so any school activities planned need to provide warning.
- Janae: Invoice needed for the playground for the PAC funds. Mr. Shannon: still waiting for an invoice from the company. For the gaming funds in particular, we would like to use the saved Gaming funds this school year.

DPAC Debrief – Michaela Ross

- Only an executive DPAC meeting since November but no general DPAC meeting.
- Michaela is an executive on the DPAC – stand alone sessions held 7 to 8 times a year. They are often not well attended – on Zoom, FamilySmart holding one this month. Jan 17 – Emotional Regulation in children with ADHD.
- May 15 – Dr Gordon Neufeld Centre member Dr. Hanna Beach presenting on Zoom. ‘Reclaiming Our Students’.
- Traffic: ICBC was supposed to be at Irvine on Dec 12th but did not attend. They are expected to be here with a speed reader. Hopefully one will be coming soon.
- Please call in people driving dangerously in the school zone.
- Michaela is lobbying to be in a rotation with other schools to have speed readers here regularly.
- PoCo Engineering – supposed to be adding something to some crosswalks on Wellington.
- New city services will be added (pedestrian safety) around Greenmount and down towards Kent.
- The lower crosswalk has been bad with drivers (including parents leaving the parking area) not stopping for the crosswalk.
- Mr Shannon would say afternoons have more traffic difficulties.

Budget Update - Pauline Hwang

- General at \$67,000, Gaming at \$27,000.
 - Since November – paid for the sensory path, mixer, Indigenous drum making.
 - Breakfast with Santa – pulled in almost \$3,000
 - Ongoing fundraisers – just over \$3,000 – Dominoes, hot lunch, Western Books, Mabels Labels, books, art cards (\$1,500), Purdy’s (\$1,300).
 - Some teachers have been submitting classroom expenses.
 - Question: make sure field trip fees are increased to \$9,000 and Classroom funds were also increased to \$250 per full time position (30 positions accounted for) - \$7,500 total
 - \$5000 for music equipment etc. – hasn’t been purchased yet.

Grade 5 Committee Update – Colleen Morel

- Doing well with fundraising. \$1200 from Neufeld Farms. Winter concert front row tickets and 50/50 earned close to \$1900. Another Neufeld Farms is planned and a bottle drive is ongoing (drop off at Return It PoCo). Pub night planned but not booked.
- Grade 5 trip is booked for Sasamat.

Roundtable Discussion

- Fruit and Veg – new options coming that are not just fruit and veg. Individually wrapped hard boiled eggs, cheese sticks, and fruit yogurts.
- Hot lunch – tonight is deadline for Boston Pizza. Please email Irvine hot lunch email if you are away and want the food. If not heard from by 11am the food will be donated.
- Drums – January 19th, parent volunteers needed. Grade 4/5 classes doing them.
- School dance – had been planned for February but our DJ double booked with another school so we will need to pick another date. Will aim for March or April. The DJ will be offering a discount. Question: how much is the DJ? Answer: \$895. Given our fundraising income, could we pay for the dance? Capacity is 555 in the gym.

Motion to Budget \$2500 for dance to cover DJ and some food

Motion: Michaela forwards

Motion: Shawna seconds

All in favour, Motion Passed

- Fundraising – Janae reached out to a photographer for family mini sessions. \$25 booking fee (goes to PAC), families pay \$10-15 per image – digital retouched image. Tentatively booked for April 20&21, location along Coquitlam River.
- Spirit Bear coffee – have to apply to participate. Possibly could do before spring break?
- Michaela has reached out about other options for fundraising dinners. Could do one before an upcoming ProD day. Suggestion to wait until later in the school year.
- Buddy benches – we are approved for a grant to cover half the cost (\$3241 is our portion). There will be additional costs for installation. Discussion is two near the new playground and two near the older playground.
- Picnic tables – quote is for \$2649 for each plus delivery and taxes. Total \$3144 per table. Suggestion: 2 at older playground, 1 at newer playground for approximately \$9500. Suggestion to have this as a big ticket item that we will save for in the next school year.
- Standing mixer donated to school, no cost.
- Wishlist from teachers: Art easels – one art easel (\$127) and 4 drying racks, for a total of \$1231.
- Calm corners – could be from Gaming funds. Proposal for one in each classroom - \$200 each classroom, total of \$3,800. If we increased the amount for each classroom to \$300 per classroom the total total would be \$5,700. Could include rugs, cushions, fake plants, lights, Buddha boards, perhaps sounds. Intent to create a safe and calming spot in the classroom to help with emotional self-regulation in the classroom.
- Music items still on the list for this year – that have been approved and are in the budget but have not been spent.
- High Touch High Tech – \$4,085, booked for this school year. From same budget item as Art Starts and Tennis – may need to vote to increase that at the next meeting.
- Will wait to vote on the picnic table at a future meeting – will confirm budget numbers first.

Motion to Budget \$1,500 for Art Supplies (General Account)

Motion: Shawna forwards

Motion: Michaela seconds

All in favour, Motion Passed

Motion to Budget \$5,700 for Calming Corners (Gaming Account)

Motion: Colleen forwards

Motion: Shawna seconds

All in favour, Motion Passed

- Saleema Noon – request for survey to parents to be sent out soon.
- Carnival Committee – in search of a chair and committee members.
 - Set for Friday May 31st.
 - Asking for approval for \$2,000 to book bouncy castle, food grills, and dunk tanks while plans are being made.

Motion to Budget \$2,000 for Carnival expenses

Motion: Shawna forwards

Motion: Colleen seconds

All in favour, Motion Passed

NEXT MEETING WILL BE ON TUESDAY FEBRUARY 13TH.

Adjourn meeting – Janae Walters

Motion: Maggie forwards

Motion: Shawna seconds

Meeting adjourns at 8:23 pm