

PAC MEETING MINUTES

Monday, June 14, 2021 at 6:30 p.m.

2020-2021 PAC Executive Members:

Co-Chairs – Samantha Kuypers, Kerry LeCorre
Vice-Chair – Aina Adashynski
Co -Treasurer – Jennifer Montgomery
Co- Treasurer – Lucy Kuwica
Secretary – Elisa Tjin

DPAC – Jessie Hurley, Tara Cain
Hot Lunch Coordinator – Jennifer Cox (tbd)
Volunteer Coordinator – Alicia Purvis

1. Co-Chair Kerry LeCorre called the meeting to order at 6:37 PM

2. Welcome and Introductions

Attendance: Samantha Kuypers, Kerry LeCorre, Jennifer Montgomery, Kimiko McDonnell, Priscila Madden, Tim Barton, Jessie Hurley, Carla Pasqua, Lucy Kuwica, Lola Kharma, Kimberly Thompson, Terri Besworth, Alicia Purvis, Mark Clay, Jessie Hurley, Cordelia Dailey, Tara Cain, Fiona MacEachern, Cheri Keenan, Kathryn Jung, Sonya, Michelle Blackwell (arrived at 6:58 PM), Aina Adashynski (recorder).

2. Approvals

- a. June 14, 2021, Agenda - Approved
 - Add Year-round Babysitting fundraising
- b. Minutes of the May 10, 2021, PAC Meeting - Approved

3. Election – see attached schedule

Co-Chair Samantha Kuypers noted that each position can be shared, as it is good to get multiple perspectives. Samantha read the position descriptions for each of the executive positions and members at large on the PAC. Samantha called for nominations from the floor, noted that the roles of Chair, Treasurer, Secretary, District Parent Advisory Council (DPAC) Rep are required for the gaming grant.

Question regarding how meetings will be carried out – in person, virtual, or hybrid? Still to be determined. It is hoped that meetings will be in person in the fall.

Question about meeting days and times. Executive will set in the fall, as people's schedules allow. Elementary school PAC meetings tend to be on first Monday of the month, so EMMSOTA has held theirs on the second Monday of the month, but that is flexible, depending on people's availability.

Hot Lunch Committee

- Alicia, Cordelia, and Cheri Keenan offered to be on the committee
- Meals are pre-wrapped/pre-boxed
- Question: Is Food Safe necessary? Not necessary, as no food prep.
- Terri Besworth shared information about alternative hot lunch coordination platform
 - o Costs less than Munch-A-Lunch
 - o Leann Fox
leann@easyschoolsoftware.net
(604)996-7181
1-888-4-SKOOLES (1-888-475-6657)

Providing easy to use, functional software for schools.

- Online Locker Assignment - <http://www.lockerassignment.com/>
- School Appointments On-Line - <http://www.schoolappointments.com/>
- - Student Signup - <http://www.studentsignup.net/>
- - Hot Lunches On-Line - <http://www.hotlunches.net/>
- - Easy School Software - <http://www.easyschoolsoftware.net/>
- {#HS:1529735878-57547#}

MOTION

Moved by Samantha Kuypers, Seconded by Kerry LeCorre

To appoint the following people to the positions on the PAC:

PAC Chair – Kerry LeCorre and Kimiko McDonnell
 Treasurer – Alicia Purvis
 Secretary – Michelle Blackwell
 DPAC Rep – Samantha Kuypers
 Volunteer Coordinator – Kimberly Thompson-Suzuki
 Communications Lead – Sonya Burdett
 Hot Lunch Lead - Carla Pasqua

CARRIED

4. Principal & Vice Principal's Report

Mark expressed his gratitude to the EMMSOTA community, teachers, staff, parents and students. He thanked the PAC for their support this last year. Thanks to the parents who are leaving the school and moving on from the PAC. Thank you to the members who are continuing on and to the new parents who are coming on board next year.

- Honouring Forgotten Children

Mark acknowledged that the community was very thoughtful about how they approached the discussions about the tragic discovery of the children's graves at the Kamloops Residential School. The school played a video, a song and held a moment of silence for the children at 2:15 Thursday afternoon.

- Pro-D Day – June 7th

- Staff expressed feeling of disconnection teachers felt over this pandemic year
- Gathered staff out in the forest, allowing gathering with masks and being socially distant
- Started day with Drum Circle – Cree children's blessing
- Shared story – book by Leona Prince
- Teachers were gifted the book *Embers* by Richard Waganebe an Indigenous author who passed away in 2017.

- 2021/2022 year focus on environment, identity, connectedness, being close to the earth

- Wrapping up Wellness Wednesday June 16th

- Community Clean-up
- Invasive weed pulling in the forest
- Garbage pick-up

- **Sarah Graham, Artist in Residence**
 - Environment & Innovation
 - Final project is complete
 - Creating natural inks
 - Display of some of the student work
 - Thanks to Kathryn for bringing it together and spending time with Sarah
- **October – Lorna Moffat – New Artist in Residence**
- **Grade 8 Leaving**
 - Opening of the province has no impact on health and safety protocols in schools
 - Still held to K-12 H&S protocols
 - Leaving ceremony is still parent-free, either live streamed or recorded
 - Students will be able to receive gift and ceremony, in pods
 - Monday, June 28th
 - A couple of treats planned
 - Rocky Point Ice Cream truck
 - Food on June 28th
 - Gifts: Chocolate, Card, Gift Cards
- **Last Day of School is June 29th**
- **Whole School Sports Day**
 - 10 stations
 - Fire and Wind separate from Earth and Water
 - Pods and lunch times will be staggered

Kathryn Jung, Vice-Principal

- **Health & Safety**
 - Still promoting children washing hands, eating in class
- **School of the Arts**
 - Daily Art – Art Kit
 - Provided every student with an art bag
 - Sketch pad, charcoal pencils, watercolour pencils
 - Planning to do similar next year, perhaps with different contents
- **Math Manipulatives Kit – 2021/2022 school year**
 - Each pod will have resource kit in line with numeracy goal about computational thinking, problem-solving
 - District numeracy coordinator has been guiding through the process
 - Thank you to Jessie for the decks of cards she has been donating!
 - Hoping to have decks of cards for each child
- **Port Moody Fire Department**
 - will be visiting some students in Fire and Water Pod on June 15th

- **Yearbook**
 - Has arrived, and they are sorting through how to distribute to the students
 - Some will be available for sale for those who had not pre-purchased; available June 25th
 - Thanks to Ms. Leonard
 - Thankful to be able to produce the book this year; not all schools were able to do this

- **Resources**
 - **Code of Conduct**
 - Has been uploaded to website
 - Always looking for feedback from parents
 - **School Supplies Lists** – uploaded to website

- **Virtual Book Fair**
 - Fairly low key, but good for those who did try it, as the delivery was a nice bonus
 - Looking at doing a combination of in-person and virtual in future
 - Thanks to Ms Leonard for overseeing

- **Taking Action – Inclusiveness and Diversity**
 - Get Real will be coming back to EMMSOTA on September 10th – speaking on anti-racism via Zoom
 - Student feedback was very positive
 -

- **Staff Updates**
 - Staff finishing contracts/Leaving EMMSOTA – hopefully back in fall
 - Mr. Walker, Ms. Ching, Ms. Oak, Stefan Pronia (morning caretaker), Ms. Marconato, Mr. Vandette, Mme Roy-Avilan
 - Ms. Massey moved on to North Vancouver
 - Karen Taylor-Hill, planning to be back in August.

Questions?

- **Scholastic Reading Club**
 - Alicia asked if we could get the Scholastic Reading Club class codes to order books over the summer. Is it possible to happen for the new school year?

- **New Parents Open House?**
 - Waiting to find out whether or not we can do an open house for new parents in the fall.
 - Available in the first week of July and last week of August if parents want to make arrangements for individual tours
 - Hoping to do one in the last week of August, if possible, for a quick tour
 - Virtual town hall video tour

- **Staggered Start or One Start Time?**
 - Staggering has been challenging
 - So far, they are looking at one start time: 8:40 AM
 - Lunch and recess times will be same/common time

- Some things to keep from Covid year
 - o Maintain hygiene and health
 - o Greeting students outside and bringing in
 - o Band and Choir, and athletics
 - o Outside lunch and recess
 - o Lunch at desks, possible
 - o Maintaining zones might be a challenge
 - o Entry and exits
- Lockers – might not have lockers to start the year, staggered start-up for grade 6

5. Executive Reports

a. Co-Chair's Report (Sam and Kerry)

Sam thanked the outgoing executive and volunteers, Elisa, Jennifer M, Tara, Jessie, Lucy and Aina, for their work this year.

b. Co-Treasurer Update (Jen M and Lucy)

Not much income in May. Report is as of June 13th. Mark and Ms. Parker supplied invoices totalling \$8248.99. There is approximately \$1200 more in invoices to disburse, but after Grade 8 leaving and Staff Appreciation, there will be approximately \$3000 in the operating account. There wasn't much cost for outdoor spaces and garden boxes didn't happen this year. Outdoor spaces will be an ongoing cost that PAC could roll into next year.

Grade 8 leaving – Sports Days, Gift Cards (\$5 to \$10 each), EMMSOTA chocolate, Rocky Point Ice Cream truck (\$2000), lunch pizza (\$500 - \$700).

Coquitlam Centre does a promotion for gift cards – giving back a percentage to the schools, hoping they will extend to middle schools as well.

MOTION: Moved by Samantha Kuypers, Seconded by Jennifer Montgomery

To adopt the changes reallocating funds disbursed per the treasurer's report and double the grade 8 leaving fund (to \$1000). **CARRIED.**

2021/2022 Enrolment

Jennifer asked Mark about enrollment for 2021 – 410 students.

Storage of previous year's PAC financial information

Jennifer can bring it to the school and keep in storage there.

Ongoing Fundraiser Cheques

Need to ask for cheques from COBS (request needs to go by email to Melly at COBS) and Port Moody Liquor Store (cheque needs to be written to a person, not the school).

Alicia will contact COBS and Port Moody Liquor Store for the cheques.

Jennifer thanked Lucy for co-treasurer this year. Kerry thanked both Jennifer and Lucy for their work this year.

c. DPAC (Tara and Jessie)

Tara shared that there wasn't much to report from the last DPAC meeting, as it was mainly elections for the coming year.

6. Programs

a. Fundraising:

Year round programs

COBS – Mention Moody Middle

Port Moody Liquor Store – Mention Moody Middle 4% of purchases – can note online or with in store

Thrifty Smile Card – Card issued by Moody Middle, fill the card to spend at Thrifty's, 5% goes back to the school, and then keep refiling the same card. Contact Alicia for cards

Truearth – Must order online with the code – hoping to switch to direct deposit 20 percent of all purchases.

Babysitting Course

b. Grade 8 Commencement Committee (Jessie)

Covered in Principal's report and Co-treasurers' report

c. Teacher Appreciation lunch (or in lieu)

Teachers still not able to gather inside

Mark shared that they have ordered through Skip the Dishes or Christine's Catering, and then eat separately

All but one teacher will be at the school on Monday, June 28 or Wednesday, June 30th (admin day). Education assistants won't be there on Wednesday. Mark to send numbers to Kerry and Samantha.

PAC will plan to recognize and celebrate all staff in last few days of school.

7. New Business

First PAC meeting in September: Monday, September 20th 6:30 PM. Then can decide meeting dates going forward. First Pro D Day is September 24, and parent open house – September 27 or 28

Student Calendar for Pro D Days, etc., Student Handbook has some of the dates. Mark will be sending the calendar in the next couple of days.

8. Adjournment

Meeting adjourned at 9:10 PM.

Monday, June 14, 2021

Roles for election include:

PAC EXECUTIVE:

PAC Chair / President (1)*:

Prepares agendas, conducts meetings, consults with the principal and parents.

Treasurer (1)*:

Handles all accounting of PAC funds, prepares annual budget, presents reports at each meeting.

Secretary (1)*:

Records attendance and minutes of each meeting, distributes minutes, keeps records.

District Parent Advisory Council Rep (1)*:

Attends meetings of the District PAC as the representative from Moody Middle.

Vice Chair / Vice President (1):

Conducts meetings in Chair's absence and special projects as required.

MEMBERS AT LARGE:

Volunteer Coordinator

Communications Lead

Hot Lunch Lead

**** These positions must be filled before any nominations will be accepted for other Executive positions.***

Nominations can be made in advance by emailing emmsotapac@gmail.com or at the AGM. Executive positions can be shared between two people.