

**Mountain Meadows Elementary
Parent Advisory Committee**

**June 13, 2019 at 7:00 pm
(Approved Sept 26, 2019)**

MEETING MINUTES



PAC EXECUTIVE:

President:	Shannon Durrant
Vice President:	Ellie Hutton
Treasurer:	Regrets
Secretary:	Julie MacLennan
DPAC:	Regrets

1. INTRODUCTIONS / ATTENDANCE

- PAC Executive members
- Mckenzie Castle
- Lana Pogue
- Shannon Oliver
- Charmaine Francis
- Gina Barnard

2. APPROVAL OF MAY 9, 2019 MINUTES

- Motion to Approve: Shannon Oliver
- Second: Lana Pogue

Clarification re: motions: According to Robert's Rules – only person who cannot put forward a motion is the President; Executive Members can vote and put forward motions.

3. PRINCIPAL'S MESSAGE

- Enrollment seems to be up – expecting to have two Kindergarten classes next school year; Expected class composition at this time is:
 - 2 full K
 - 1 full Gr 1
 - 1 of 1-2 split
 - 2 of 2-3 split
 - 1 of 3-4 split
 - 1 of full 4
 - 1 of 4-5 split
 - 1 of full 5
- Room changes expected; music room moving to the portable, both K classes will be upstairs close to the office (existing rooms are previously K classes), makers space being opened in old music room, all intermediate classes will be downstairs, Library being converted to a Learning Commons
- Music moving to 4 days per week (2 days by Mrs Reed, 2 days by Mrs Chu), each class will have 2 x 40 mins sessions, 1 x 30 min learning commons maintaining the 110 min learning prep for teachers
- Teacher updates; Mrs Blackwell will be on maternity leave, Mrs Lau is expected back at this time, Mrs Chu is expected back at this time, Mr Chase is leaving
- Makers space is being created at the direction of the district to support STEM growth and will have some initial supplies/outfitting by the district, cardboard and certain recyclables may be requested from the parents directly via notice home through class to keep it a continued venture, includes a big design aspect and allows kids to be creative and design things
- Learning Commons will be a more interactive space at the direction of the district (books still available), will enable group project pursuits and promote teamwork and collaborative learning
- Technology update:
 - Tech tubs for the primary divisions in place
 - Padcaster has arrived for the intermediate divisions
 - Laptop carts in place for the intermediate divisions
 - 2 large TV's have arrived to work in conjunction with laptop for streaming of certain content and world events to engage the students in
 - Tech for presentations in the gym was reviewed and improved
- Gym-sense has been booked for a few weeks in November to support teachers in instruction of Gymnastics
- Monthly assemblies are open to all parents, and kids are very much involved in the delivery

- Sports day June 14th
- Leaving Assembly (see online school calendar) will be followed by a tea in the library for students and parents
- Some student groups (gr 4 moving into 5) are interested in student leading Cops for Cancer and other such socially minded initiatives
- Open House for the school in September is scheduled, for a6pm start (see online school calendar)
- School schedule was sent out by office June 13th and the Online Calendar events are starting to be entered for the 2019-20 school year:
<https://www.sd43.bc.ca/school/mountainmeadows/Lists/Calendar.aspx>

4. PRESIDENT'S MESSAGE

- Blind Beginnings Bursary cheque submitted on behalf of student at Mountain Meadows for Audrey's legacy
- Buddy Bench has been installed and looking to have the buddy bench as part of assembly focus in September, possibly looking at starting a Buddy Bench ambassador program, further Marcom to be developed
- Kindergarten promo material on behalf of the PAC will be in place for September welcome
- Kindie hike or similar event may be planned to help the kindie parents get to know each other and to help welcome them to the school
- PAC calendar of events underway

5. BUDGET REPORT by TREASURER

(by President)

- General Account = actual \$5228 / budgeted was = \$5,772
- Casino Account = \$1,558, must be spent for end of year or we lose it
- Discussed ways to spend Casino funds this year

MOTION: by McKenzie Castle to support half of the Gym-sense in November in the amount of \$1375

SECOND: Charmaine Francis

VOTE: PASSED

- Heather Thomson will look into Sportball for September 2019 to teach kids how to play various games/sports together, further discussion via the PAC executive meeting and in September PAC meeting
- Plan for additional sports equipment to be partially funded by PAC in the upcoming year (intent is to drive towards portable sports carts to facilitate play by the students on their movement breaks)
- Money already allocated for Blind Beginnings Bursary fund in Audrey's legacy

6. FUNDRAISERS

- Hot Lunch – taking place tomorrow; Pizza on Sports Day (June 14)
- Spring Flowers – money still being held in PAC; need to follow up with Terai
- Online sponsorship and fundraising – Thrifty's - \$1200 raised to date – ongoing through the summer – Julie MacLennan has transitioned all current portfolios (Thrifty's, Spud, Mabel's Labels, and Chapters), still need to withdraw funds from Chapters, almost \$500 only a dozen or so people using it, any additional ideas or options can be put forward. Thrifty's application has been submitted for next year and will be ongoing through the summer, goal submitted was \$1500 for tech, specifically an additional FM system.
- Scholastic Book Fair – Jamie and Shannon O to continue, will be run in October, likely Oct 21-24 (TBC)
- Hot Lunch – Rob and Gabriella to facilitate planning with additional support for Munch a Lunch, class liaisons to coordinate volunteers on day of to execute handing out via assigned class parent volunteers on a scheduled rotation, schedule to be set up this summer or at the September meeting
- Staff Appreciation – no one has taken on this role, will be assigned to the class liaisons on a rotation throughout the year, ideally 5 times with 2 classes per time.
- Holiday Cards – Aman & Ellie - schedule to be Sept 30th-Oct 11th for art work creation and submission, Oct 14th for order forms, receive items back Nov 18, need to decide on a theme
- Multicultural lunch – to be Friday Sept 13th, volunteers needed for cooking food and serving in the school gym, meet in the PAC kitchen, contact Gillian for any questions or ideas
- PAC welcome coffee - possibly to be held Tuesday September 17th (TBC) with a focus on bringing the K parents into the school community

7. PAC Election – Vacant position (VP)

Recap of May election:

New President – Ellie Hutton

Treasurer – Gabriela Trochan

Secretary – Julie MacLennan

DPAC – Paul Caldwell

Vacant position – Vice President

Nomination – Charmaine Francis

MOTION: Aman Sangha

SECOND: Lana Pogue

VOTE: PASSED

8. Non-Executive Positions

- Hot Lunch – Rob and Gabriella to facilitate planning, class liaisons to coordinate volunteers on day of
- Scholastic Book Fair – Jamie and Shannon O
- Movie Nights – TBA (to be filled in Sept) will continue
- Flower Orders – cancelled, will not continue
- Holiday Market – Heather Thomson, Aman Sangha & Jen Horsman
- Jog A Long – Jamie M to continue
- Just Dance (or similar) – Gina Barnard to form a committee
- Grade 5 Leaving Ceremony – organizer for 2020 has been found, committee formed
- Emergency Bunker – need to confirm completion with Paul
- Newsletter – Aman Sangha
- Class Liaison PAC lead – TBC, to be determined in the September meeting
- Traffic Control – Gina Barnard
- Ongoing Fundraisers (Thrifty's, Indigo, Mabels, Spud) – Julie MacLennan
- Holiday Cards – Ellie Hutton & Aman Sangha
- Munch-A-Lunch Administrator – Executive, support to be filled in Sept
- Welcome Back Tea in September – Zoe Furby
- Multicultural Lunch in September – Gillian H
- Staff Appreciation – TBC, will be assigned to the class liaisons on a rotation throughout the year

9. Closing Comments by incoming President

- Thank you to all of the volunteers this year. This school has an amazing community spirit. In particular, a special thank you to all the departing parent volunteers for all the efforts and commitment to this school and this community over their years as part of this school.

NEXT MEETING: Sept. 26th

MOTION TO CLOSE MEETING: Shannon O

SECOND: Gina

MEETING CLOSED AT 8:12 pm