

Mundy Road PAC Meeting

January 21st, 2020

Present: Jon Lundquist, Rob Wright, Serena Boivin, Una Wong, Larissa Ringham, Jay Hilliker, Jaime Baker, Lily Gu, Shannon McGeehan, Danielle Ciavarro, Lindsay DeArcangelis, Samantha Cohene

Meeting called to order – 7:05

Welcome and Introductions

Approval of minutes from November 5th, 2019

Motion: Serena Second: Una

Approve Agenda

Motion: Jay Second: Larissa

Chairperson's Report (Jon)

- Thank you to Rob, it has been a pleasure for the PAC to work with him over the past years. Rob will be missed.

Principal's Report (Rob)

- Leanne Buteau (new administrator) had planned to be in attendance tonight but was unable to make it. Rob believes she will be a great fit for the school.
- Christmas Market made about \$1600 for Mundy Road families in need. Rob purchased gift cards for the families; they were incredibly grateful. Thank you to the PAC for making this happen.
- Snow days – district procedure is that an administrator must be present at the school in case any students show up (no one did on this last snow day). Rob was able to shovel some pathways. Rob reminded us to check the website for information in the morning about any closures and that even if school is open, it is always up to the parents' discretion whether to send their child.
- Kindergarten registration is coming up at the beginning of February. Welcome to K sessions are already booked for May 7th (evening session for parents) and May 14th (daytime activity for students). Rob hopes that registration will stay high so that the school continues to stay "full" at 10 divisions.
- Student led conferences (early dismissal coming up on the 12 and 13th).
- Tennis starts at the end of February.
- The EDI and MDI are also coming up (reverse consent form will go home about this), these are both surveys that gather information about students (physical and emotional

well-being, amongst other indicators), the results of which are sent back to the school (anonymously) to help with programming and planning.

- PAC wish list should be ready soon (Leanne will discuss with staff at the next meeting). Our budget for this year is \$4000. The teachers have come up with items that are as specific as possible, while allowing for some leniency in case very specific items are unable to be located.
- Rob is so thankful for his time at Mundy Road, very appreciative of having the chance to work with these kids and the PAC and will miss the community greatly.

Treasurer's Report (Samantha)

- The account is looking pretty good, general account is sitting just under \$12000. Profits from munch-a-lunch so far this year have been about \$4500. Biggest fundraisers (through MAL) have been hot lunch, Christmas concert seat raffle, and family photos.
- No negative feedback about Santa Breakfast (first year doing it by donation), children really enjoyed it, we will continue to do this next year.

Committee Reports

Fundraising (Vacant)

- **Fundscrip** - Thank you to Leah who was so helpful in passing out orders. We made over \$1200; the bulk of the profits were made up from a corporate order from Elizabeth Fry. There was some discussion about having Fundscrip ordering open year-round, but Rob mentioned that in the past this was not very successful. We will try running Fundscrip again the Spring.
- **Purdy's** – Una reported that we earned \$632 from the fundraiser. The organizing and sorting of the orders was the most labour intensive part. Una is unsure if we will do this fundraiser again next year.
- **Christmas Market** - made just over \$1100 for Christmas market and **Santa's Breakfast** was about \$400 – all of this money went towards providing for families in need in the community. Rob has some extra gift cards in the safe to distribute as needed. Rob hopes that Leanne can continue to maintain the relationship he has built with these families so that they feel comfortable coming to ask for help.
- **Spring Dance** – will be March 6th (St. Patrick's Day theme). Jon is looking for volunteers to help with this.

Volunteer Coordinator (Jenny - absent)

- Nothing to report

District PAC Rep (Larissa)

- Budget process is changing, increased staffing for Learning Services in the schools. There will also be Transition Educators to help bridge the gap for at-risk students transitioning to life/workforce after highschool.
- A new recycling program at Lord Baden recycles used markers and batteries and the PAC takes care if this. Staples accepts markers. Rob brings any batteries to the transfer station himself. Larissa will look into the marker recycling.
- The ministry wants to create a more streamlined process for before and after school care and is looking at more funding going into this. Immunization for students is now a requirement to enter school. PAC facebook groups that could help with communication and sharing of ideas include: PAC Connection Inspiration and Collaboration, PACs helping PACs and BCCPACs for PACs.
- DPAC recommended a review and rewording of the constitution for each PAC. Ours was redone in June 2016, however this was only one specific section in regard to voting).
 - Rob explained that this is somewhat like a “strata” – each school is given a core document to start with that they can alter or update. He suggested that it wouldn’t be a bad idea to review our constitution. Larissa, Shannon, and Jon will take this on together.
- Next DPAC meeting is next week (January 29th) and it is a budget meeting so treasurer should be present. Larissa will contact Samantha about this.

Hot Lunch (Bobbi - absent)

- Nothing to report

Safety Coordinator (Janice - absent)

- Nothing to report

Merchandising Coordinator (Christine - absent)

- Nothing to report

Emergency Preparedness (Jay)

- Rob will make up some generic emergency packs for those students who have not brought any in.
- In the packs it is suggested to include a letter of reassurance for the child. Jay suggested that we should indicate to parents to include the idea to “stay put” in their letter so that children feel comfortable staying at school.
- Jay wondered about having parents include more information about the specifics of their daily locations and ways to contact them. Rob says it is more important to simply fill out the emergency release forms correctly, and to ensure that any individuals included on the form for authorized pick up are aware of this (and, conversely, not

sending anyone who is not authorized to pick up a child to do so). He had been through an emergency release situation at Aspenwood and it proved that many parents had not filled out the forms correctly which made for a very difficult situation.

- Jay inquired about any seismic upgrades to the school and building safety for earthquakes. Rob replied that the school was upgraded before he became an administrator here and that the school is not up for a rebuild so we should trust that it is safe (this is taken care of at the district level). Jay would like to go over the specifics of an emergency/earthquake evacuation. Rob explained how staff have various roles in such a situation and that Jay can go over this with Leanne, however protocol for this will be changing in the near future as the district moves from district wide protocol to province-wide.
- Jay has contacted a company called life-straw that produces devices that provide clean drinking water for 100 people for 3-5 years (daily use) for \$350 US (basically a large bucket with 4 spigots at the bottom with a filtration system). For this amount they also donate the same unit to people in need. They also have personal sized devices that filter water that Jay suggested could be included in each emergency pack. He also recommended that the device could be used as an additional source of water (or backup) rather than a replacement for our current emergency water supply.
- Rob suggested that it might be worthwhile to bring in a guest speaker for parents about emergency preparedness. Jay agreed that this would be a good idea. Jay will look into finding a speaker. Shannon suggested the Provincial Emergency Program. Lily may have a contact as well that she will pass on.

Communications Coordinator (Shannon McGeehan)

- Shannon prepares her newsletters based on the minutes, however if you have any more information to share that you would like her to include or any other suggestions, please contact her. She would like to include more information about the PAC and what it does (how much fundraisers have made, what is on the wish list, etc...).

Parent Education (vacant)

- Saleema Noon Body Science Program – Jenny was away but shared information about the various programs offered by Saleema Noon.
 - There are three options – a parent evening, a parent evening and in-school session or a parent evening and an after-school session. They are available in April or May. The costs vary depending on the program, but they are willing to offer a discount for our school as we are much smaller. Groupings consist of k-1, 2-3 and 4-5.
 - Una really enjoyed the program last time it came to the school and found it incredibly useful for her children. It was agreed that option B (in school sessions) would be ideal. Jenny will phone to confirm a date.

Old Business

- None

New Business

- Jon asked if administration can ask for parent volunteers to help shovel snow from school walkways (via email). Rob mentioned that this goes against district policy (CUPE conflict). Jon mentioned that he could send an email to the PAC to ask for parent volunteers (this would be permissible, but the initiation cannot come from district staff).

Motion to adjourn: Jaime **Second:** All **Time:** 8:59

Next Meeting: February 11th 2020 at 7:00pm