

**Mundy Road Executive PAC Meeting  
Thursday, November 27, 2008**

**In Attendance:** Evelyn Chursinoff, Teri Towner, Carolyn McPolin, Edna Fong, Suzanne Clements, Robin Juergensen, Kathy Anderson, Shannon Antunes, Teresa Battista, Lori LaCroix, Tracy Grisdale, Kelly Zimmer, Gillian Yardley, Sheela Anand, Dalene Schulz, Ingrid Davitt.

Motion to approve agenda by Kathy, seconded by Robin; all in favour, motion carried.

Motion to accept the minutes of the last meeting by Gillian, seconded by Teri; all in favour, motion carried.

**Welcome and Introductions – Edna Fong, Acting Chair**

- Everyone introduced themselves and Edna thanked everyone for attending.
- John Kaplan was great. Thanks to all who helped to make it so successful.

**Principal's Report – Kelly Zimmer**

- Kelly thanked everyone for their hard work on the magic show.
- VANOC was impressed with our children during the Paralympic school presentation. They had good questions from Grades 3 and 4 and all the kids were very positive.
- Each teacher will be planning their own Christmas activities. As a school (grades 1 – 5) we will be going to 8 Rinks for a Christmas activity on Wednesday, December 17. \$8 includes the soccer field as well as the skating rink. We will come back at 11:30am for a sing along in the gym. Parents are welcome to attend. The buses will leave the school at 9am. Children are encouraged to bring a snack with them. Families that find the fee prohibitive need to talk to Kelly as all children (except kindergarten) will be able to attend this school-wide event.
- The laptops will be here next week. The bill is approximately \$19,000. This price does not include backpacks. Brian Coon who is the IT person for the district has them. The laptops will stay at the school. A parent night is planned for those students who will be using the laptops.
- Report Cards will be coming home December 5<sup>th</sup>. There are some small changes to the report cards.
- There will be updated calendar dates in the newsletter. Monthly highlights will be posted on the board near the office.
- Photocopier. We are trying to lessen the amount of paper use. One way is to have paper PAC notices go with school notices when possible. Codes will be on the photocopier.
- Another method to lessen paper use is to send out the school newsletters via email the same way PAC Newsflashes are sent. Kelly Zimmer will be sending out her newsletter requesting email addresses – cannot automatically use the PAC email list, must be requested on behalf of the school to use. It was suggested that the following year the notice requesting emails will be sent out on behalf of the school and the PAC combined.

**Treasurer's Report – Teresa Battista**

Month of November general revenue was \$4,186.25 and general expenses were \$1,085.72. Entertainment Books brought in \$1,459.80, Lunch Lady \$105.70, and we received \$51.12 interest on the computer fund account. The final totals are not yet in for QSP magazine orders.

The playground fund is up to approximately \$17,756.88. The Magic Show was very successful and brought in \$5,717.83 and we received \$376.06 from the Thrifty's cards.

Motion to approve treasurer's report by Dalene, seconded by Suzanne, motion carried.

**Other committee reports:**

**Parent Education Coordinators – Carolyn McPolin and Sheela Anand**

The request was made for a presentation by Sylvan for our February evening meeting. The topic would be "At Home Strategies for School Success". This would be a 40 min presentation and free of cost from Sylvan. The start time for the meeting would be 6:30pm for the Sylvan session and then the PAC meeting after that.

**Playground Committee – Robin Juergensen and Suzanne Clements**

We have an option to book a Halloween show with John Kaplan for 2010. We would need to put down a \$100 deposit. The thought was to wait til next year to book.

Robin Juergensen reported that we are working towards \$70,000. We are looking at getting a Funding Grant from the G&F Financial Group as well as \$20,000 from the Ministry of Housing and Social Development as well as the City of Coquitlam Community Capital Grant. If we don't get all the money, we will move to a phased approach for putting in the playground. We should be notified by the end of March for the MOH&SD grant. Robin also gave a breakdown of the costs associated with taking out the old playground and putting in the new one.

Shannon Antunes – The playground activity stencils were selected and ordered in June, arrived in August and the interested schools split the cost; Porter houses the stencils. Originally, we were told that the parents could put on a "school pride" function and paint the stencils themselves. Then in September, we were told by SD #43 that the issue of who was to paint the stencils needed to be investigated.

November update: In early November, it was requested that all schools involved needed to submit a list of stencils that they wanted painted on to their school yards so that a budget could be produced for the painting/labour costs which SD#43 would incur. Shannon, Robin Juergensen (Playground Committee reps) and Ms. Zimmer walked the grounds and decided which activity stencils would be used and where they would be placed. Shannon submitted our request for the budgeting purposes on time and waiting to hear about update...when we can schedule our play ground stencil painting and School Pride function.

### **Fundraising**

Evelyn reported that we have \$4,210 in donations.

### **Historian – Lori LaCroix**

Lori requested that if anyone has any pictures to please send them to her or drop them by the office for her.

### **Health and Safety**

Robin Benning has resigned from this position due to time constraints. We are looking for someone to fill this position. It will be on the agenda for next month's meeting.

### **Emergency Preparedness – Shannon Antunes**

Shannon has done an inventory on the box. She is making a list of items that need to be purchased with the \$500 from the district that we received.

### **Spirit Wear – Kathy Anderson**

Kathy reported that the spirit wear has been sorted and distributed out to all who ordered.

### **Kid's Christmas Market – Ingrid Davitt**

A reminder to everyone that the Kid's Christmas market is Thursday, December 4<sup>th</sup>. Please bring in your items by Wednesday, December 3<sup>rd</sup>.

A reminder for clothing needed for the homeless. We are accepting blankets, adult clothing, shoes, socks, etc. Christine Shovar takes these downtown to the shelter. Please drop off your donation at the office with a label on it for Christine Shovar / Homeless Shelter.

Riverview Park is also looking for gently used kids clothes.

### **Cut back Recommendations – Edna Fong**

The expected deficit for this year's PAC budget is \$3500. This has taken into account the limited fundraisers we have completed, Family Donations (60 families), and the expected revenue from the planned future fundraisers and Hot Lunch program. There is a carryover of approximately \$2000 from the previous year. It was agreed to continue to carry this buffer. Any final surpluses would not be known until May and will carry forward into the new year. Discussion ensued on the various line items that PAC supports – below is the list of cuts (after much discussion):

PAC child-minding services - All – cut \$150

Teacher Discretionary Funds (used for class set ups, children incentives etc.used to be \$100 per ft teacher) cut in half \$500

DPAC fee – already taken care of – cut \$35

Emergency Preparedness – school district grant of \$500 coming – partial cut \$562

Field Trips (class field trips supported by PAC; used to be \$200 per class) – cut in half (\$1000) bill/receipt needed to reimburse

PAC Misc exp - All – cut \$100

Staff Appreciation – partial – cut \$100

Sports Skill Development (PAC funded school wide programs such as Tennis,outside instructors etc) – All – cut \$1000

Motion to approve cuts as stated by Carolyn, seconded by Teri; all in favour, motion carried.

Motion to adjourn by Tracy seconded by Shannon, all in favour, motion carried.

Date of next meeting is Tuesday, January 20th at 9am.