

Mundy Road Elementary School
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PAC Meeting Minutes
Wednesday October 21, 2015 7:00 pm

Welcome and Introductions

Approve Agenda

Accept Minutes from September 23, 2015 PAC Meeting

Motion: Janice Doege Second: Nikki Schenato. Carried

Chairperson's Report (Gurj Parmar on behalf of Ryan Robinson)

The weather is great in Cancun. Ryan wishes he could be here.

Principal's Report (Rob Wright)

Feb 17th PAC is on the same night as Student Led conferences which go into the early evening. We will ask the Chair's thoughts if we should re-schedule when he's back.

March 30th PAC meeting may not be needed. We will leave it in for now and make a decision closer to the date.

Student Planning Councils no longer exist therefore, there are no official SPCs. We can still meet in a sub-committee if the PAC wants that. We can revisit in the next meeting when the members are here. Rob will bring recommendations to next meeting.

SPC should be taken out of the constitution and by laws as it's not an entity anymore

Action: Sarah will remove references to SPC in the Constitution.

We have 164 out of 198 students who have filled out forms and offered their email addresses for school communications so emails are going out most of the parent community now.

Interim reports are going out tomorrow. Informal reporting has to happen twice in a year. Interim reports and student led conferences are a form of informal reporting.

Tennis is booked for April. Thanks to Cynthia for research into Art Starts. We are doing Vision Dance and Canadiana Theatre. They are booked but we don't have the date yet.

Safety talks...RCMP are coming Oct 26th to the school to do 4 safety talks to 2 classes at a time. Thanks to Janice Doege for organizing that.

Mundy Road Falcons team name. Have acceptance at the staff level. Forming a core group to move forward on this with logo design etc.

Winter concert is tentatively booked for Dec 15th. Will be at Montgomery Middle school.

Teacher's Wishlist: Process is started. Hoping for confirmed list next month. Intent is to spend the money this year.

New Business (pt.1) : Cultural Events - Additional Expense Request (Cynthia Fong)

Art Starts has about a hundred different performing groups. The budget for cultural events has not changed in 10 years. We have booked Canadiana Musical Theatre and Tribal Dancers so far and would like to book a third event but it's not in the current budget. Can we approve a budget overage to bring in the Foothills Brass Quintet? It gives kids the opportunity to learn about how music is made. It's only \$13 per student to have all 3 events. We want the kids to have experiences. We have the funds. Next year we can budget accordingly to increase cultural events.

ACTION: There will be a vote on this at the November PAC meeting to over spend on this line item by \$465 to facilitate 3 events.

Treasurer's Report (Ursula Elliott)

See Addendum for detail

Chequing	\$17,869.61
Gaming	\$506.50
Technology Savings	\$7286.45
Rainy Day Savings	\$4269.98

Last week we received \$3880 from the Gaming Grant.

Accept Treasurer's Report - Motion: Niki Schenato Second: Marcy Baverstock. Carried.

Old Business

PAC Executive positions still available.

Historian – Still open

Member At Large – Still open.

All members present at this meeting already have positions.

Traffic Safety

FOLLOW UP - ACTION: Janice will prep a letter for Rob to sign and send to RCMP re: Traffic Safety. The sooner the better for an assembly.

DONE. See Principals report above.

Mundy Road Falcons

FOLLOW UP -ACTION: Rob Wright will bring this to the October staff meeting to discuss how to move forward on this with staff and will report back to the PAC.

DONE. See Principals report above.

Carpet Purchase

FOLLOW UP – ACTION: Niki Schenato to follow up on moving this forward (purchase of 2 carpets).

Done. They will be here by November 12.

More Fridge Space needed (Ryan)

FOLLOW UP - ACTION: Christine will look into pricing options for a new fridge for PAC use.

Results: There are not many all fridges to choose from. Here are two from Frigidaire.

\$972.00

<http://www.frigidaire.ca/Kitchen/Refrigerators/Single-Door-Refrigerator/FFRU17G8QW/>

\$887.00

<http://www.frigidaire.ca/Kitchen/Refrigerators/Single-Door-Refrigerator/FFRU17B2QW/>

Nikki: There's not room for a bigger fridge in the PAC kitchen. It will be highly inconvenient to have another fridge somewhere else. What's really needed is some new shelving units. Black utility shelves to store food.

There was a recap of the original thinking on the need for a new fridge.

Perhaps put it in the music room by the freezer where the office perishables could be kept. We could get a consumer model for less than the current quotes. Concern with a fridge in the music space...it's awkward for the teacher. What about in the PAC storage room? Why don't we get a better fridge for the PAC kitchen and move the current one into the PAC storage room. We need to check if there's power in there. Nikki will check that and measure it and see if there's a cheaper option.

We could use the rainy day savings for this. This will be brought back to the next meeting.

ACTION: Niki to bring findings on new fridge plan to November meeting.

PAC Donation Letter (Tamara/Rob)

Recap from last meeting: The process is a bit different than in the past. Those donations are not for the PAC to direct as they are collected by and belong to the District (but allocated to the school and at the school's discretion to spend, not the PAC's). Before we do it again we should be clear about the process. There are different ways to move forward.

Per Admin procedure 5.17 from the District. The total amount of donations will be issued to the school from the District. The PAC does not receive the funds back from the school. Cheque must be written to the school to issue tax receipts. It will no longer be held in trust for PAC.

If we move forward with it, it needs to be done soon as it's a tax writeoff for 2015. We can have a discussion about how it's spent but the ultimate decision will not be directed by the PAC.

Cynthia brought it up at DPAC as well. None of the PACs had any issue with it this formality. The relationships between administrators and PACs are good so how the money is spent has never been an issue.

No information will flow back to the PAC about who donated as it has in the past.

Given clarification of this process, the PAC decided the letter should still go out however the wording needs to be tweaked as it's not a donation to the PAC. Rob will prep it in consultation with Tamara. It will come from the school and the PAC together.

New Business (Pt.2)

Fundraising (Tamara Sherdahl): Should we offer the Save Around book as a fundraiser?

The Save Around book is a \$25 coupon book. PAC earns 50% back for each sold and we only pay for sold books. They have a 15 month shelf life...good until December 2016. They are different from the entertainment books in that they are cheaper and we make more margin and there are no minimums. Seems like good usable coupons. Seems like no downside. Let's go ahead with it.

Grade 5 Fundraising (Nikki Schenato)

Grade 5 t-shirts/sweatshirts are in the process of being fitted. Last year a generous family bought all the sweatshirts for the grads. It's not feasible for the Grade 5 fundraising committee to pay for that this year. So this year the T-shirt and Sweatshirt together is \$30 which is the option they grads decided on.

There is \$1300 in the account which is more than ever. \$500 is always left to pay it forward which will leave \$347 needed. They will do Sun Hang Do this year again as a fundraiser.

Parent Education (Anita Krishna): Saleema Noon as possible Parent Education speaker.

We've never had Saleema Noon here. She costs about \$1300. Bring more information back to the PAC about the different programs and the costs. Her programs involved students and parents.

If we want to proceed we could look at it next year.

ACTION: Anita will bring back more info about Saleema Noon for further evaluation. If we want to proceed we'd have to plan it for next year.

Committee Reports

District PAC Rep (Cynthia Fong)

Attended PAC 101. Informative session but too short. They want to replace SPCs with "Well Ahead" Program (see Addendum). Opportunity for parents, teacher, admin, staff etc to contribute ideas they'd like to see in the schools. The theme this year is "everyday practices".

Presentation on importance knowing your constitution and bylaws and running the PAC according to them.

A list of resources is also available (attached) for running a PAC (See Addendum)

Some PACs have the request for email included in the school policies form permitting the PAC to also email parents.

Some PACs use Mailchimp for email communication as it has the opt out functionality required by CASL (Canada's Anti-Spam Legislation).

Some tips for Treasurers were shared. Cynthia will talk to Ursula about. DPAC is also willing to attend any school's PAC meeting if they like.

Communications & Website (Kara Lindstrom)

Not present. No report.

Volunteers (Marcy Baverstock)

Getting good response for Christmas Market volunteers, especially from Kindergarten parents – thanks!

Fundraising (Tamara Sherdahl)

Movie Nights. Tamara provided some info packs to Nikki for possibly 2 movie nights this year.

Christmas Market planned for Friday Dec 11.

Hot Lunch (Nicole Schenato)

\$1300 made in 2 months. Subway next Thursday Oct 29. Two coming up in November – Sushi and Pizza.

No hot lunch in December. Pancake Breakfast is December 18th.

ACTION: Rob will ask the Firefighters if they want to take part in helping out at the Pancake breakfast.

Emergency Preparedness & First Aid (Wendy Dhillon)

More than half the care packs are in. Better response than last year. Wrapping up the 3 year plan this year. Water and food rations expire this year so replacing them will use up the budget. Wendy is at the second stage of reviewing what other supplies are still needed. Wendy will bring in another proposal for another 3 year plan....next meeting hopefully.

Safety (Janice Doege)

In touch with Traffic Safety folks at City about better signage on Austin and Mundy regarding Traffic Safety. Another idea would be printing on the road as well reminding of 50KM speed limit.

Wanted to have an assembly on safety around electricity. Gurj is looking into it. Hydro cut their outreach program but trying to figure out if there's anyone who could do it.

Fire Safety. Some good handouts came out a few weeks ago.

Heros program....free emergency preparedness programs. If we have 15 people or more at a PAC meeting they could send someone to do a presentation.

Social Co-ordinator (Christine Friend)

Not present. No report.

Parent Education (Anita Krishna)

Nothing further.

School Planning Council (Elizabeth Hrynew, Ursula Elliott and Christine Friend)

As discussed above, SPC does not exist anymore so this item will not be on future agendas. A sub-committee of the PAC may be struck to replace it...for further discussion. According to our Constitution and Bylaws, SPC members are not positions on the PAC Executive.

Open Discussion

Any possibility of a swing set for the playground? Rob is not sure they are still installing swing sets. It may be a safety issue. There's also the fundraising portion. They do tend to be very expensive and complex to install.

Motion to Adjourn

Adjourned at 8:12 pm.