

Mundy Road Elementary School

www.mundyroad.ca

PAC Meeting Minutes

Wednesday September 23, 2015 7:00 pm

Mundy Road Elementary School Library

In attendance: Ryan Robinson, Elizabeth Hrynew, Tamara Sherdahl, Cynthia Fong, Rob Wright, Suzanne LaFleur, Janice Doege, Jeannene Crosby, Michaela Kelly, Christine Friend, Kara Lindstrom, Ursula Elliott, Anita Krishna, Sarah MacDonald

Welcome and Introductions

Approve Agenda Motion: Christine Friend, Second: Elizabeth Hrynew. Carried.

Accept Minutes from June 11, 2015 PAC Executive Meeting Motion: Christine Friend Second: Janice Doege. Carried.

Chairperson's Report (Ryan Robinson)

Great first day. Welcomed K parents to the school. Thanks to Christine, Ursula, Tamara for coffee and donuts welcome table. Thanks for all the support from the PAC members.

Principal's Report (Rob Wright)

Welcome back. Thanks to teacher Suzanne LaFleur for being here at the meeting. Parents please check the website. Still waiting for eforms. New floors and furniture came in...still a few bits to finish up. Good feedback on the new look. We have maintained 8 divisions. 197 kids. Very few spots left open. Same class organization as last year. All on staff are here for a good portion of the year. There are two teachers here filling in on Mat Leaves. Welcome Ms. Atwater, Ms. Wallsmith, Ms. Hardman, Ms. Zem. Ms. Johnson has retired.

We have a community partner who is helping and supporting us for our nutrition program. We offer fresh fruit and vegetables every day and snacks and lunches for kids who may be hungry during the day. Coquitlam Firefighters Charitable Society. Zack Clare (VP) is their representative. Rob met with them last June. They want to be a part of our program. They have committed to \$2000 this year and would like to be part of bringing some food in. They have already made sure we have cash for this month. They are super excited and happy to be part of it.

Rob showed the website to show events more prominently and where the latest news is. The new CASL (Canada's Anti Spam Legislation) prevents the school from sending emails to parents without their explicit permission. We prefer to keep the paper to a minimum so encourage parents to fill out the eforms and provide their email addresses for communication purposes. The Policies and permission form is the most important. Please fill it out as soon as possible.

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Also, the Medical Alert form is now different. Any medication to be administered at school now has to be signed by a physician. This includes, epi pens, prescription antibiotics and any over the counter medications of any kind.

Emergency Care packs notice has gone out. Parents should send them as soon as possible. If a family is unable to provide one, the PAC will provide a basic care pack. Our goal is 100% participation.

District Pro D is on Friday. Sports day is tomorrow. The theme is Go Green. The whole school is supposed to wear green (if possible).

Parents are encouraged to read the letter from the Ministry about the launch of the new BC curriculum. Teachers are getting to know it now. We are in transition and in the process of learning about it. Mundy is sending a team from the school to a meeting with the Ministry to learn more about it. The BC curriculum is available online at <https://curriculum.gov.bc.ca>. If parents would like some Parent Education on it, Rob would happy to do an information night for parents in the school.

There are no cultural events presently booked for this year. Cynthia Fong offered to help collaborate on moving forward on booking some cultural events. Christine recalled that we should look further into the Evergreen Cultural Centre – free student matinees. Rob reminded us that field trips are the mandate of the classroom teacher but certainly open to suggestions from the PAC.

Pricing for school buses is quite expensive. Rob will look into current pricing for trips. Some parents would rather pay for a bus than take time off work and drive kids. PAC might consider paying for the bus portion of a field trip. It's a consideration at budget time to look at that when setting the budget allocation for field trips. It's important to know that anything the school charges for has to be optional. So, some kids may stay behind and that can be challenging to put those kids into alternative classrooms or activities and sometimes staffing can be an issue. There is an intricacy to it that should be considered. Again, it's up to the teachers to select and plan field trips. Rob will take these thoughts on field trips back to the staff.

Treasurer's Report (Ursula Elliott)

Accept Treasurer's Report for August 2015. Motion: Elizabeth Hrynew Second: Christine Friend

We have 4 accounts.

Balances are as follows:

Chequing	\$18,918.14
Gaming	\$ 41.00
Tech Savings	\$ 7282.86
Rainy Day	\$ 4179.63

We have a healthy bank balance. Teacher's Wishlist will be on the Agenda for October.

Committee Reports

District PAC Rep (Cynthia Fong)

Went over some old PAC notes from former DPAC meetings. There are a couple of morning programs. One was called The BOKS (Build Our Kids Success) 40 mins before school program where kids do free play, warm up, running activities and the other one is Power Up – 10 min first thing in the morning exercises, morning announcements. We are on the list to get some funding and get involved in programs like this. Rob has been involved in looking at how to bring that to Mundy.

DPAC is putting on PAC 101 orientation night. Cynthia will attend. Tips on running the PAC. It is next Wednesday September 30th at 6:30. It's at 1100B Winslow.

Communications & Website (Kara Lindstrom)

Kara can now upload to the website. Kara has some questions about the navigation of the site. Rob said Bonny has updated the new PAC contact list. Rob can help Kara learn some of the nuances of posting/archiving etc. Kara has the newsletter template. Ryan will discuss with Kara what to do with that. Individuals can contact Kara directly if they need some simple posters made for events, programs etc.

Volunteers (Regrets: Marcy Baverstock)

Marcy sent the following: All class liaisons are in place and in the process of setting up the lists.

Fundraising (Tamara Sherdahl)

Will postpone Movie Night a little bit. Stay tuned.

Thrifty Smile cards are approved for \$1000. There are more cards coming.

Christmas Market – Tamara is going to need a good “posse” of Parents this year. It's a huge amount of work and Tamara is now working so challenging. PLEASE LET TAMARA KNOW IF YOU CAN VOLUNTEER TO HELP ORGANIZE CHRISTMAS MARKET.

Clothing Drive – Stuff can start being brought in at any time. It will be stored in the change room downstairs.

PAC donation letter: 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.

ACTION: Sarah to bring forward to the next PAC meeting to discuss as an Agenda item in the October meeting.

Hot Lunch (Regrets: Nicole Schenato)

All set for this year's hot lunch. All popcorn days and hot lunches are on the school calendar.

Emergency Preparedness & First Aid (Regrets: Wendy Dhillon)

Finalizing purchases for the 3 yr emergency prep plan. Will be meeting with Rob to discuss next action plan as basics for emergencies are coming into place. Earthquake/Emergency pack notification has gone out to all parents.

Safety (Janice Doege)

Has been working on the traffic safety issues on Austin and illegal Uturns. Janice has pulled together an information pamphlet for Parents. It is posted on the website.

Looking into have an RCMP member come out and talk about Roadside safety. They are asking for a written request from the school to have someone come out. Rob can work on this with the school liaison officer at the RCMP.

ACTION: Janice will prep a letter for Rob to sign and send to RCMP. The sooner the better for an assembly.

Janice wants to have a meeting with the Head of Traffic Operations with the City regarding better school signage along Austin. Tamara would like to take part. Anyone else who wants to take part in this meeting should get in touch with Janice.

Any interest in a safety assembly around electricity? Gurj Parmar has connections at Hydro and could probably help with this.

What about Fire Safety too? We could space them out through the year. Since we have a new relationship with the Coquitlam Firefighters Charitable Society it would be great.

Social Co-ordinator (Christine Friend)

Not much to report. Coffee and donuts are not necessary at PAC meetings.

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

Have not met yet. Rob will send a meeting invite.

Old Business

PAC Meeting 2015-16 Schedule review : Confirming the last meeting is on Wednesday June 15, 2016 and is for PAC Executive only. This is a correction from what was previously published.

- Wed September 23/15
- Wed Oct 21/15
- Wed Nov 18/15
- Wed Dec 9/15 - Executive Meeting Only
- Wed Jan 20/16
- Wed Feb 17/16
- Wed March 30/16
- Tues April 19/16 – Executive only meeting (Pre-budget meeting)
- Wed April 20/16
- Wed May 18/16 – Annual General Meeting
- WED June 15/16 – Executive Meeting Only - CORRECTION

Constitution on website

ACTION: Sarah to prepare a clean copy with changes incorporated and file with DPAC and post on Bulletin Board and on PAC website. **DONE in June 2015.**

Bring Forward to September:

ACTION: In September, canvass the PAC community on what kind of programs parents would like for after school programs and what type of Parent Education topics people are interested in. Sarah to bring this item forward to September PAC agenda.

In addition to previously mentioned items for kids, Tennis was a hit. Floor hockey would be good. Rob is in touch with More Sports again for their programs. For Parents, the new BC Curriculum would be a good one to use for Parent Education. How about Parenting courses for teaching our kids social/emotional skills e.g. resiliency, bullying. Rob knows some folks who do offer these types of things. Rob will look into this via the District. There will be costs but it could be done in collaboration with other schools.

ACTION: Bring forward the idea of a Traffic Safety assembly in September – Rob Wright. Also, include some education in a September newsletter for parents. Janice Doege to help craft this. **DONE. See Safety report.**

PAC Executive pictures/bios for fall – When & How?

Let's do a group photo for the Fall in front of the school.

Rob will discuss with Staff and see if we can do this together, perhaps at the Open House on October 1st.

Open House – PAC could have a table with a PAC cake, coffee and water on that night. We could entice everyone to the gym at 6:15 pm for coffee and cake and then introduce teachers and PAC members and take a pic.

ACTION: Christine will arrange for the refreshments for this.

Follow up: First day of school welcome table & Welcome back message from PAC on first day of school
DONE. See Chair's report.

Mad Science (Regrets: Marcy)

Mad Science starts Oct 7 in room 102.

Communication for Next Year (Ryan)

Rob discussed timely PAC communications to Parents with Rob.

PAC Bulletin Board

The PAC bulletin board is out of date. It should be updated this fall. Is there some space in the primary area where PAC could also post info?

ACTION: Tamara, Christine, Ursula will take a look at the Bulletin Board and make recommendations on what to put up there.

Follow up: There is a plan. Committee will complete design and purchase materials.

Nutrition program

We should apply again to Breakfast for Learning for gift cards again if our type of nutrition program is still eligible. If they decline it, the PAC will fund it. Tamara also can get very low priced fruits from a personal contact.

ACTION: Rob will have to apply for the BFL funds for next year. Ryan will ask him.

Follow up: We are not applying for BFL as we have a new partnership with the firefighters. See Principal's report.

Pub Night/Carnival (Bring Forward to Nov?)

ACTION: Christine will evaluate it and if she wants to move forward will sketch it out by November 30. The PAC will review it.

Follow up: No carnival. Christine will think about a pub night in April perhaps the 9th or 16th.

New Business

PAC Positions still open:

Parent Education Co-ordinator –
Anita Krishna nominated by Sarah MacDonald – Seconded by Christine Friend. Carried.
Welcome Anita and thank you for volunteering.

Historian – Still open

Member At Large – Still open.

ACTION: Sarah to bring forward to October Agenda as there may be new candidates for remaining positions.

More Fridge Space needed (Ryan)

Current Fridge functional but we need more space. We might want a different fridge with better space or a second fridge.

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

Mundy Road Falcons (Ryan)

We have a new name for our school team(s), but we do not have a logo or uniforms for our school. There are different ways to approach getting the logo designed and involve the Mundy kids in the decision making.

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.

New carpet for Mrs. Zem's classroom (Christine)

There are 2 classrooms that need carpets. Mrs. Zem and Mrs. LaFleur. Zem needs an 8' by 9' rug. LaFleur's will have to be measured – she would like the same size as present. Can Niki look in her catalogue and buy 2 carpets?

Motion to buy 2 carpets: Christine Friend Second; Tamara Sherdahl. Carried.

ACTION: Niki Schenato to follow up on moving this forward.

Open Discussion

Nothing further.

Motion to Adjourn 8:55 pm Ryan Robinson. Second: Sarah MacDonald. Carried.