

**Heritage Mountain Elementary Parent Advisory Council Meeting  
General Meeting – May 19, 2022  
6:30pm online via Teams**

**Attendance:**

Tracy L. - Chair  
Eric L. – Vice Chair  
Amy W. – Secretary  
Jonathan Sclater – Principal  
Brett L.

Regrets:  
Karen K - Communications  
Sarah P – Past Chair



**Welcome, Land Acknowledgement – Tracy**

Tracy called the meeting to order at 6:30pm. Tracy acknowledged that our meeting is taking place on the unceded traditional territory of the Kwikwetlem First Nation, which lies within the shared territories of the Tsleil-Waututh, Katzie, Musqueam, Qayqayt, Squamish, and Sto':lo Nations and that we are grateful to live, learn, and work on these lands.

**Approval of minutes from April 21, 2021**

- moved by Eric, all in favour

**Principal's Message – Jonathan**  
Code of Conduct

- staff have recently reviewed the Heritage Mountain code of conduct document; discussion items included dressing appropriately, respectful behaviour, technology use, restorative practices and conflict resolution
- parents are invited to review (circulated in email from Jonathan) and submit feedback
- parent comment: appreciate the document's focus on respect for self
- PAC to include this as an agenda item for June meeting (potentially an in-person meeting)

New Action Plan for Learning

- First Peoples principles for learning
- Self regulation goal
- STREAM (science, technology, "reading", engineering, and math) - teachers will be team leads in each of these areas

Connecting Kindergarten and Grade 5 Leaving – ongoing planning

HME will be hiring a music teacher for next year for 2 days a week – job posting

PAC to check in with Jonathan about how next year's budget can support new learning goals and other activities

Parent question re: use of "Maker Space":

Jonathan has allocated staffing for librarian to work with each class on STEAM focus, utilizing the library as a "Maker Space"

## **Treasurer's Report – Tracy**

- Still in need of parent volunteer to act as Treasurer, Tracy filling in until position is filled
- Any parent interested in taking on this important position, please contact the PAC [heritagemountainpac@gmail.com](mailto:heritagemountainpac@gmail.com)
- Amy recently submitted BC Gaming grant
- Tracy ensuring we use Gaming funds to pay for all eligible expenses (eg, non-curriculum presentations)

## Update of Financial Transactions

### Deposits:

- Purdy's Fundraiser raised \$308.04
- Weekly hot lunches ongoing

Staff Appreciation Expenses Total: \$1157.40 (2021/22 Budget \$650.00, additional cost \$507.40)

Cupcuterie	\$614.25
Cookies	\$178.80
Sign	\$145.95
Flowers	\$218.40

## **D-PAC Report**

D-PAC Rep role is currently vacant, parents interested in taking on this role, please contact PAC.

## **PAC Events**

### Staff Appreciation Week of May 24:

- May 24: An HME parent has created a Thank You poster to be displayed in the staff room; Yard Party will put up formal Thank You sign adjacent to the staff room
- May 25: Loving Graze Cupcuterie to be delivered to the school
- May 26: Port Moody Flowers, Chrysanthemum delivery to the school
- May 27: Designer Cookies, HME logo to be delivered to the school

### Grade 5 Leaving:

- Activity planning is ongoing, food is ordered, yearbooks nearly done
- Committee currently organizing freezie sales – first is May 20<sup>th</sup>
- Will need volunteers in June for various one-off tasks

### Doughnut Sales: Sherry

- Proposed fundraiser - "Doughnut Love" on Como Lake
- Doughnuts boxed by division and classroom; would need to be picked up from supplier
- Gluten free and vegan; Tracy to ask Sherry to check about nut allergies

Parent question: concern there are too many fundraisers with sweet treats

- Jonathan to talk with teachers about potentially connecting the doughnut treats to a special fun day

### Movie Nights

PAC to discuss if movie nights should be Thursday or Friday; traditional held on Fridays – scheduling of gym space needs to be communicated to Kelly by June 1.

## **Old Business**

### Traffic Safety Update – Tracy:

- Tracy has been communicating with Vinh at City of Port Moody – SD43 has HME scheduled for school safety study in 2023; potential for parents to inform some safety decisions around the school including Turner Creek traffic control

### Parent Survey – Eric:

- Feedback from last meeting was to make questions more specific, parent satisfaction question needs to be more specific, with consideration of what we will do with the information
- Agreement that feedback can help PAC identify new events/activities to support
- Agreement to remove the parent satisfaction question
- Motion by Eric to send out parent survey, all in favour

## **New Business**

### Elections:

- Elections for PAC executive will be held at the next PAC meeting on June 16, 2022
- All positions are up for renewal except for Vice Chair

**Adjournment:** Meeting adjourned at 7:16pm.