

MINUTES

Heritage Mountain Elementary Parent Advisory Council General Meeting

September 15th, 2022, 7:00PM HME Library

In Attendance

Principal

Jonathan Slater

Joy Zhou

Rui Lu

Liz Kim

PAC Executive

Kirsten Redman- Co-Chair PAC

Eric Lau- Co Chair PAC

Karen Kerwin- Communications PAC

Alisha Nelson – Secretary PAC

Marco Moccichino- Treasurer PAC

Tracy Lindberg- Past Chair PAC

Jen Chan- District Rep PAC

Tanya Kear

Rebecca Markland

Gemma Calway

Brittany Macmillan

Mary Matta

Lily Gao

Ladawne Shelstad

Mona Vakilian

Diana Ramirez

Welcome and Introductions

Kirsten welcomed everyone to the meeting and thanked all for coming. She also conducted a land acknowledgement.

Land Acknowledgement: We acknowledge we are 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.

Announcements

- 1- **Class reps:** Class reps are needed for a number of classes still. Traditionally, a class rep would relay information from the communications coordinator on the PAC to the class and help organize teacher's gifts.
 - a. **Karen K.** – to communicate this to parent community
- 2- **Grade 5 Leaving:** The grade 5 leaving celebration is to commemorate the time the Grade 5 students have spent at HME and to send them on their transition to grade 6.
 - a. More information/committee to be formed later in the year when closer to the end of the school year.
- 3- **Hot Lunch Distribution:** Eric Lau champions this fundraising effort for HME. There was some conversation around moving hot lunch to weekly vs the current biweekly to increase fundraising efforts.

- a. A school survey will be distributed via HME Facebook group/ Ms. Godin to survey families on whether they would like hot lunch weekly or biweekly as well as how often they would like the "Lunch Lady" service to be offered. *Context: Lunch Lady is currently once a week, hot lunch biweekly, although the service provided by the "lunch lady" warrants no need for parent volunteers, the hot lunch does require volunteers. The profits from hot lunch program are substantially higher than the "Lunch Lady"*
- 4- **By Law Review:** A new set of By Laws will be posted on school website with proposed changes and then a vote will be conducted next PAC meeting on November 9th 2022.

Principals Message

A snapshot of enrollment and staffing:

298 students are currently enrolled at HME. Grades 1-4 are full, while there are a few spaces in Kindergarten and grade 5. HME increased by a division this year and is now up to 13 divisions while adding a new Kindergarten teacher, Ms Mars and Ms Baker, the new music teacher! HME has also added a new caretaker and there is also a possibility of more educational assistant positions.

Painting project:

A current revamp to HME is taking place- the project will take about 8 weeks, and it will involve changing the color of the school for the first time in years! You will notice the light blue color

Beacon Project:

HME was 1/6 schools chosen for this project. This project adds creative supplementation to learning. STEM (science, technology, engineering and math) activities and updated furniture to facilitate this learning are all possibilities with this project/funding. There may be something in future where the 25 mins after lunch break, kids of all grades are invited to the library to focus on a STEM activity which will promote collaborative learning of all ages.

New school Logo/Mascot

Students submitted drawings which is a way to get the kids involved and take pride in their school community. Mr. Slater proudly showed the meeting group a few of these creations. This is good for the culture of the school as while children do this project, they are thinking about the qualities and values of what it means to be a student at HME. A select few of the logos will be submitted to parent community soon.

Open House

Date: Thursday, Sept 22, 2022, 3-4 PM

This originally was going to be the biannual carnival but now will be a scaled back version of the carnival due to weather/cost. A more robust carnival will occur in the Spring

This event will allow for parents to come to the school, tour their child's classroom/library/music room.

Financial Reporting

The budget for the 2021-22 and 2022-23 school year were distributed and explained by Marco Mocochino, PAC treasurer.

A motion to change the dates of the fiscal year for budgeting and grant application purposes was made by Eric Lau and seconded by Karen Kerwin

The motion was carried to change the fiscal year.

The new fiscal year is Sept 1 2022 -Aug 31 2023

Context: This is due to many expenses for year end coming in after June 30th (Gr 5 leaving ceremony/celebration etc). The previous fiscal year was July 1 2021-June 30 2022

The new budget was approved.

Notes about 2022-23 budget: Covid had negatively affected the fundraising abilities as restrictions did impose some challenges to the PAC for 2021-22 year, so the PAC treasurer for this school year (2022-23) has budgeted conservatively by accounting for moderate fundraising dollars and over estimating expenses.

Fundraising Proposals

BC Agriculture in the Classroom:

Link here: <https://www.bcaitc.ca/fresh-you-fundraiser#overview->

Various fundraising programs PAC can sign up for using the online account and platform.

- Volunteered: Brittany Macmillan and Liz Kim to champion this “fresh to you fundraiser”

Purdy’s Fundraiser

Twice a year fundraiser (Christmas and Easter)

Ordering link provided to families and they receive a discount via this link. School receives orders and then coordinates delivery at the school

- Volunteered: Rebecca Markland to champion

Family Photo Night

Previously done: A community photographer donates their time for free to create family portraits.

- Fundraising champion still required for this

Passive Fundraisers done throughout the year:

COBS Fundraiser

- At the Sutterbrook location, if a family mentions they attend HME a portion of the sale is tied to HME account with COBS.

Mabels Labels

- Percentage of order dollars go back to the school fund.

Indigo

- Portion of order dollars go back to the school fund.

There was a discussion around “passive fundraisers” (listed above) And how they were communicated to the parent community. An idea brought up was to create a Fundraiser Bulletin where all of these companies were listed and the discounts/websites or directions to tie HME to purchases was communicated.

- Volunteered: Lily Gao to do champion this

Programs and Events

HME PAC Spring Carnival

A spring carnival will occur in June 2023 to end the school year and provide families an opportunity to be present together and enjoy. More details to come on this. There is a line item on the 2022-23 budget that accounts for this proposed expenditure.

- Karen K and Tracey L to champion this event

Movie Nights at HME

Needs a champion.

HME Halloween Event/ Dance

Needs a champion. PAC Executive will likely meet early October to discuss.

Next Meeting

November 9th, 2022

Meeting was adjourned at 9:07PM