

Mundy Road PAC Meeting - Executive Only

September 10th, 2019

Present: Jon Lundquist, Rob Wright, Serena Boivin, Una Wong, Larissa Ringham, Christine Friend, Jenny Gasparini, Samantha Cohene, Janice Doege, Bobbi Crandall, Tate Mason, Danielle Ciavarro, Kim Prentice, Jennifer Lowther, Lily Gu, Erika Smith, Jay Hilliker, Katie Eng

Meeting called to order – 7:03

Welcome and Introductions

Approval of minutes from June 11th, 2019

Motion: Bobbi Second: Jenny

Approve Agenda

Motion: Christine Second: Jenny

Chairperson's Report (Jon)

- Thank you to everyone who has volunteered for PAC. Jon is happy to continue in his role of chairperson. He hopes that we are able to fill the role of fundraiser coordinator so that we are able to do the best we can to raise funds for the school. Thank you to everyone who helped out with coffee and timbits on the first day.
- Recently, there was an incident involving a member of our executive and another parent; if anyone has an issue with how someone on the exec is performing their role, please come to Jon to discuss this and do not discuss with anyone else.
- Thank you, as always, to Rob for all of his support for the PAC.

Principal's Report (Rob)

- Rob is thrilled to be back for his 6th year at the school. Reminder that every parent at the school is a member of the PAC. Sometimes parents feel that the PAC is an exclusive group that gets to meet but this is not the case, so please encourage others to come to meetings and participate.
- Rob wants to highlight the importance of the website for communication from the school. Many events are coming up that parents should be aware of.
- Family fun afternoon is happening on Sept 27th. There will now be a sports day in June, instead of the beginning of the year. Parents are welcome to join the fun afternoon if they would like to, but no pressure. This will be an opportunity for the students to play outside with friends and any parents that choose to join. PAC is welcome to have a concession, if they choose to do so.

- Organization this year was very challenging, total population is approx. 204 (this leaves one spot until the school is “full”) which presented some challenges in regards to the splits and combinations of children.
- Rob is very excited for a great year, there are many events coming up, including welcoming conversations. Welcoming conversations are a social emotional conference and a time for the parents to tell their child’s classroom teacher about their child. The child should not be present so that you can talk openly about your child’s personality and any anxieties/worries that may surface during the year. It is expected that all parents participate in these conferences and Rob is willing to accommodate other times to make sure that all parents have a chance to meet with the teachers.
- Rob is very open to communication from parents (feel free to email or call with any questions or issues). He will be teaching (0.3 FTE) prep on a regular basis in some classes and supports many students with special needs. Leah will be continuing as secretary and is doing a great job.
- Parents, please make when filling out e-forms that you select that you are willing to receive e-mails otherwise you will miss communication (this is due to SPAM legislation).

Treasurer’s Report (Samantha)

- General account is sitting at just under \$7300, gaming account is \$4200 and technology is just under \$6200 for a grand total of \$18 480.70. Most of our money comes from fundraising and we struggled somewhat last year without a fundraising coordinator (which is also the case for this year).
- If you have any expenses, please ask Samantha for a form, she has both digital and hard copies.

Committee Reports

Fundraising (Vacant)

- **Fall Photo Shoot (Jenny)** - Jenny is organizing fall photo sessions with Amy Williams Photography on October 5th and 6th. She will charge a \$20 sitting fee (all of which will go back to the PAC) and then photos can be purchased individually. The shoot will be postponed if there is rain. You can see examples of her work on her website.
 - Una will help set up how to pay on Munch-A-Lunch, and will also figure out how to select a time slot using MAL.
 - Popularity for previous photo shoot was about 10 families, which was not huge interest, however as we take all of the sitting fee, even a handful of families signing up will be beneficial.
 - Suggestion to do sessions on one weekend day and one weeknight as weekends become busy. Jenny will ask if the photographer if she is willing to do a Thursday (potentially starting right after school).

- Rob mentioned that if the photographer needs access to the school, Rob is willing to come and open up the school.
- **Hallowe'en Dance (Jon)**
 - Suggested date is October 24th (a Thursday evening, the following day is a pro-day).
 - Larissa has a parent who would like to help out with the decorations. Jon will oversee this fundraiser.
 - Christine reminded everyone that you can sign up for this through Munch-a-Lunch and encouraged parents to pre-order concession items.
- **Entertainment Books (Una)**
 - Heather ordered the books and they have been delivered; Una has taken over the organization of this. Kickoff will be Monday the 16th. Every child brings a book home, they can choose to purchase or not. Fundraiser will run until Sept 30th and there will be some prizes for children/classes that sell books.
 - There is a digital app that you can download once the book is purchased that is very useful. We should make parents more aware of the app as they may be more likely to purchase.
- **Grade 5 Fundraising (Christine)**
 - Christine let Mr. Porter know that she can help with Grade 5 fundraising. Last year, there was very little communication between grade 5 fundraising and PAC.
 - Christine will organize the grade 5 hoodies. She is wondering if there is enough interest to organize merchandise for the rest of the school. We make very little money off of this fundraiser (a few dollars off each sale) so it is based mostly off interest. Rob mentioned that he would be willing to purchase items for new staff. One parent mentioned concerns over cost, Christine agreed that while the items are expensive, they are very well made and long-lasting products. It seems as though there will be enough demand, so Christine will set up an order.
 - We discussed ordering through Munch-a-Lunch which led to a conversation about how Munch-a-Lunch is used. Rob suggested going over how/what Munch-a-Lunch is/is used at a future meeting for new parents or those unfamiliar with it.
- **Other**
 - A parent emailed Larissa saying she would be interested in selling Epicure as a fundraiser. Parents seemed interested in this; timing would likely be around in Spring.
 - Fundraisers for the fall (up until December break) are as follows: Entertainment books, photo shoot, Hallowe'en dance, Purdy's, Fundscrip.
 - Larissa set up a Mundy Road account at the bottle depot by Boston Pizza, however there seems to be a language barrier with the staff, Larissa wonders if there is different way to run this.

Volunteer Coordinator (Jenny)

- Jenny has found a classroom parent from each classroom. She will email them info on their duties. See attached list.

District PAC Rep (Larissa)

- First meeting is not until the beginning of October, so Larissa has nothing to report. PAC 101 orientation (general information on PAC and the executive, anyone is welcome) is Wednesday, October 2nd from 6:20 until 9:30 pm in the Gallery Room at Winslow Centre.

Hot Lunch (Bobbi)

- First hot lunch will be pizza on Sept. 27th. Leah will send out some info to parents on how to sign up for Munch-a-Lunch.

Safety Coordinator (Janice)

- There were police present on the first day of school monitoring speeds which was great. Traffic flags are up at Mundy and Austin and at the end of the school yard on Mundy.
- Janice is looking for someone to set up the traffic flags at Austin and Mundy as the person who previously took care of this is no longer able to. They would need to be put out in the morning shortly before school and brought in the afternoon after dismissal (around 5:00). Usually the person who takes them down brings them home then puts them back out. It was mentioned that if there were somewhere to store the flags, that it would be easier to perhaps have someone put them out in the morning and someone different bring them in in the evening. Rob is willing to leave the school doors open in order to store the flags in the school. A parent present might know someone who may be willing to do this. She will get in touch with the PAC. Samantha may be willing to help out in the mornings.

Old Business

- Vacant executive positions: if anyone is interested in joining the executive, (communications coordinator, emergency preparedness coordinator, social coordinator and parent education coordinator and fundraising coordinator), please let Jon know.
- Emergency supply water needs to be replaced this year.

New Business

- Jon responded to a parent query about what fundraising money is used for. He explained how funds are used to buy new technology for the school, to help with the cost of field trips, to provide items off the teachers' wish list, and to pay for cultural/sporting events for the students. We briefly went over allocated amounts on the budget.

- Discussion around whether the budget is posted on the website for all parents to see – general consensus was that this should be made public so that parents are aware of what their fundraising money is going towards.
 - Many parents thought there was a general lack of communication about PAC affairs, and that more information would be very helpful. Unfortunately, a bulletin board outside is not feasible due to the risk of vandalization. A Facebook page was suggested, most parents seemed open to this, but we need someone willing to take it on.
- Suggestion to run a flea market as a fundraiser, with the focus on kids selling products/items (rent out tables, participants take their own proceeds). There was some positive feedback, but again, we need someone willing to take this on.

Motion to adjourn: Una **Second:** Samantha **Time:** 8:30

Next Meeting: October 8th at 7:00pm