

# Mundy Road Elementary School

## PAC General Meeting Minutes

**Tuesday November 16, 2021 - 7:30 pm**

**Present:** Leann Buteau, Heather Hooton, Mimi Lin, Tasha Boivin, Jon Lundquist, Danielle Ciavarro, Jennifer Lowther, Nadia Nashlenas, Teresa Morsara, Jay Hilliker, Shannon McGeehan, Lily Gu, Samantha Cohene, Clara Fogliato, Jenny Gasparini

**Meeting called to order:** 7:30 pm

### **Welcome and Introductions**

### **Approve agenda from November 16, 2021:**

Motion: Shannon McGeehan                      Second: Samantha Cohene

### **Motion to approve agenda:**

Motion: Shannon McGeehan   Second: Samantha Cohene

### **Chairperson's report (Jon Lundquist/ Shannon McGeehan):**

- Length of meetings. Stay focused and on subject.

### **Principal's Report (Leann Buteau):**

- Action Plan for Learning 2021-22- growth plan. Have until January 2022 to declare goals and areas of focus.

Action Plan will include:

#### Intellectual

- literacy with a focus on reading,

#### SEL

- self-regulation,
- connections,

## Indigenous

- Embedding content.
- First People's principles.
  
- Proposed Reporting Order Changes- changes will come into effect next year, 2022-2023. Changes will include; One provincial proficiency scale, Initial learning update required first 25 percent of instructional time, there will be 5 learning updates a year, 2 can be informal, 3 need to be written, Student self-assessment and goal setting will be from K-12, Individual education reporting requirements aligned, "IE" used to indicate insufficient evidence of learning.
- My ED Family Portal: Starting next week, families will be able to access report cards, Individual Education Plan's through the Family Portal. Report cards will no longer be printed off and sent home. Only legal guardians will have access. Early next week Leann will send out directions to all parents of Mundy Road on setting up your family portal account.
- Scholastic bookfair: will be virtual. Families will receive a link to an online catalogue.
- Gingerbread Houses: Each class will have 2-3 parent volunteers. Kindergarten classes will be in the gym.
- Pancake Breakfast: PAC will be paying for pancake breakfast. Denny's will be individually packing pancakes. Parents will be picking up from Denny's and delivering to the school.
- Winter concerts: will be videotaped and a link will be sent out to families a week prior to the last day of class. Link will be available for a limited time. Children will sing with a mask on.
- Food Drive- Leadership students and Mr. Deutschmann are going into classes next week to advertise. 3 or 4 Mundy Road families needing support this year.
  
- Wish List- staff are submitting wish list to present to the PAC at the next meeting.
  
- Graffiti- Coquitlam RCMP are actively searching for the culprit and increasing surveillance of the school. Working with community to keep a closer watch on the school yard.

### **Treasurer's Report (Samantha Cohene):**

- Will send in current budget report.
  
- Need to find ways to track what we are making.

- Nadia will contact hot lunches to see if there is a way to receive a report on what our profits are.
- Cheques: Danielle needs a cheque for the popcorn.

**Volunteer Coordinator (Jenny Gasparini):**

- Next staff appreciation day will be hosted by Division 1 on November 17th.
- No other updates.

**DPAC (Clara Fogliato and Amy Jaeggle):**

- Action Plan for Learning (as discussed by Leann)
- Reporting Changes (as discussed by Leann)
- Covid update (vaccine)- C43 will not be mandating teachers to get vaccinated.
- Theme for 2021-2022: "Reconnecting with the Community".

**Online Ordering Administrator (Nadia Nashlenas):**

- Currently 197 out of 203 students registered.
- Current events include hot lunch/treat days, pancake breakfast and emergency preparedness packs.
- Welcome/Login pages have been updated to include links to other fundraisers
- Some documents added for parents to access- PAC meeting minutes, School newsletters, fundraiser flyers.
- Mundy Road website has been updated with the correct link to [mundy.hotlunches.net](http://mundy.hotlunches.net).

**Hot Lunch (Danielle Ciavarro)**

- 118 orders were placed for Frozen Yogurt Day
- 153 orders were placed for A&W
- 146 orders for Popcorn Day
- New vendors have been contacted for Hot Lunch and Treat Days for the New Year
- Next batch of dates should be available on Hot Lunches at the beginning of December.
- Parents can make a donation under each lunch or treat day.

**Safety Coordinators (Mimi Lin & Jennifer Lowther):**

- Report:

- Parking complaint for tri-cities speed watch and Coquitlam By-law enforcement
- Parking concerns from residents: 2m is required from the edge of the driveway. Community Residents would appreciate parents abiding by this rule.
- Halloween Safety tips went in the newsletter
- Southbound School Zone Sign - tree branch blocking visibility removed
- Held meeting with Kyle Kijowski, by-law officer. He is supportive of our initiatives and helping to connect us to the right people.
- Ongoing initiatives
  - Traffic flags on school zone signs (no update)
  - Reflective stickers/Pedestrian Safety awareness talk
    - ACTION ITEM: consider purchasing reflective slap bands- Jennifer will send out a Microsoft forms document via email to PAC executive to allow for a vote. Will discuss at the next PAC meeting.
- Stretch Initiatives Continue
  - Volunteer cross guard program
  - Flashing lights on Mundy Road cross walk
  - Speed radar signs
  - Increase signage on Austin to raise awareness of the school zone
  - Constable Scarecrow- cut out of a RCMP officer

**Merchandising Coordinator (VACANT):**

**Social Coordinator (Lindsay Gallo):**

- 44 total responses to Escape Rooms
- Sprinkle Kindness Campaign for the children
- Lyndsay to look into organizing an event for Mundy Road families.
- Created graphics for upcoming Santa Breakfast, Coffee and Popcorn

**Emergency Preparedness (Jay Hilliker):**

- Emergency Kits donations are currently at \$595.00
- We will be asking teachers to make a note in kid's planners regarding care packs
- In regard to the classroom ventilation information, I received to address parent questions: "they are running off CO2 sensors, with 30% damper opening now. These are mostly vertical univents with 1100-1200 cfm. This translates into 400 cfm outside air, which should be 3 air changes per hour of outside fresh air, which meets Ashrae guidelines and keeps CO2 levels in control.

It is indeed correct, that we were running our systems until the end of Oct to 100% outside fresh air, which gave us 9 outside fresh Air changes per hour. " - Rizwan Shawl, Manager of Maintenance – Mechanical - Projects

### **Fundraising (Heather Hooton)**

- Trying to gain access to Fund script and the pop bottle fundraiser.
- Needs to be a transition plan when someone takes over as fundraiser coordinator.
- Lack of notes/binder on fundraiser committee. Heather will work on creating a binder for fundraiser committee.
- No Christmas Market this year.

### **Communications Coordinator (Serena Boivin)**

- Newsletters are now being sent out every two weeks. The next newsletter is November 26th; please continue to send me information to compile by Wednesday morning before the newsletter is sent out.
- Donation letter will be sent out next week. Naida will look at having the donation request on hot lunches.net website.

### **Parent Education Coordinator (Shannon McGeehan):**

- Saleema Noon is arranged for March 7th, parent portion.
- There will be no in class education for students this year as Leann provided the update that in the BC School Curriculum, sexual health is not a yearly event so the teachers will not be including it this year.
- Will look at education sessions in January.

### **New Business:**

- Jon will send out an email to determine if we will have a December PAC meeting.

### **Open Discussion/Old Business:**

- Discussed donations to Mundy Road, parents have the option to specify how they would like their money allocated.

**Motion to adjourn:** all

Time: 9:12 pm

**Next Meeting:** to be determined.