

Mundy Road Elementary School

PAC Meeting Minutes

Tuesday, September 19, 2023 - 7pm in School Library

Present: Emily Keurvorst, Nadia Nashlenas, Jennifer Fernandez, Zaineb (faraz mom), Elizabeth Hooge, Samantha Cohene, Leann Buteau, Mallorie Sander, Shannon McGeehan, Clara Fogliato, Amy Jaeggle, Jennifer Lowther, Lindsay Gallo, Erika Porcellato, Tracy Moreno, Danielle Ciavarro, Kelly Lorenz (Vicente mom).

Meeting called to order: 7:07 pm

Welcome, Land Acknowledgement and Introductions

Adoption of Agenda: Motion: Amy Jaeggle Second: Lindsay Gallo

Approve & Adopt Previous Meeting Minutes: Motion: Samantha Cohene Second: Clara Fogliato

Chairperson Report (Clara Fogliato/ Shannon McGeehan):

- 2023/24 Meeting Dates. Reviewed dates, alternating tuesdays and wednesday to try and help parents with children at Mundy Road and Montgomery Middle. AGM dates were checked so they won't coincide.
- Discussed PAC exec using What's App for day to day communications that may have alot of back and forth. Email will remain the main form of contact. Committee's can make sub committees or volunteer groups on what's app for ease of conversations that may end up in long and confusing email threads.
- Update from Lindsay. LG has stepped down from her position as social coordinator but will pass on the passwords and information for the instagram account to chair until her position is filled. She highlighted the importance of the person making the posts to be an attendee of the meeting as that is the easiest way to stay informed and make the social media posts. She suggested using Canva to make the graphics for events and Later for scheduling posts. She stressed the importance of continuing to have fun events for the kids this year.
- Monthly PAC Notice will start in October. This will be a one page flyer with the PAC dates, upcoming events and fundraisers and other important information. QR codes and links will be provided to make things as easy as possible. These may also get printed out and sent home monthly.

- Gaming Info. All up to date for this year. Nintendo and Read-a-thon made \$6000 last year.

Principal’s Report (Leann Buteau):

- Enrollment Update: there are 220 students with 5 open spots in K, 4, 5.
 - Staffing update
 - Counselor is off on medical leave and has no replacement. We have a TOC in for now.
 - Music will be taught in classrooms this year by the class teachers. There were no applications for the posting posted 3 separate times this summer for a September start. Thank yous were given to teachers who will continue on with the Christmas Concert tradition. Benefit of the teachers teaching music there will be more library time with STEM incorporated.
 - Erica Battle is filling in for Rosemary Celenza mat leave until November.
- Feeding Futures
 - Critina Andriani is the feeding futures department head.
 - Awaiting answer on if hotlunches can be covered by this funding or if that’s viewed as “optional”. Parents suggested we put the donation back up on the hotlunches in case the FF fund doesn’t cover these.
 - Funding is not as healthy as last year so the school will not be able to pay for Cultus Lake Tickets as it did last year. The grade 5 committee will have to plan and fundraise the full amount.
- APL Goals for year
 - Numeracy
 - Self Regulation Resilience
 - Indigenous Knowledge
- Extracurricular sports. We will have grade 4 and 5 volleyball taught by Mrs. Croft beginning soon and basketball by Mr. Porter and Mr. D starting in february. Track and Field will be managed by Ms. A and Ms. B they had fun and learnt a lot last year. They will be looking for more parent volunteers this year.
 - We also started with Moresports after school program on Monday and Thursdays going well so far.

Treasurer Report (Samantha Cohene):

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SD43 Mundy Road PAC		
2023/24 Balance Sheet	As of Sept	

		19/23	
Assets			
Bank - General Account	\$ 23,043.05		
Bank - Gaming Account	\$ 382.00		
Bank - Technology Account	\$ 5,817.45		
Bank - Rainy Day Account	\$ 506.46		
Undeposited Funds	\$ -		
Total Assets	\$ 29,748.96		

- Ipad Gen 5 will no longer be serviced so they will need to be replaced. Leann Buteau to give Samantha a tech plan. (including: Ipad, Lab and carts)

DPAC (Amy Jaeggle):

- Oct 4 will be hosting a PAC 101 How to be in a PAC. www.DPAC43.ca has a ton of information that is beneficial for any PAC member to read.

Hot Lunch Coordinator (Danielle Ciavarro):

- Hot lunches and treat days have been sorted and confirmed for the entire year but will be released one term at a time.
- One new vendor this year - Popeyes Chicken
- Discussed cleaning out PAC closet and keeping chips and extra food in there. Everyone is on board this makes sense to be cleaned out and utilized.
- I did not do the same volunteer sign up as last year. It was a lot of work and only the same few people used it. This year I will compile a list of volunteers and schedule them as needed.

Online Ordering Administrator (Nadia Nashlenas):

- The Hotlunches.net website is now open for parents to register and start ordering for the lunch and treat days. Every student has to register, new and returning.
- Almost half of the students have registered so far.
- We can also run other fundraisers from this website. Many fundraisers, like Purdys and Neufelds have their own online link however for others that don't, we can easily have them run through this mundy.hotlunches.net. Just keep in mind, I will need some notice to set this up so please communicate with me before advertising to the school community.
- Last year, with the help of Leann we were able to support families who could not normally afford to order lunches/treats. I assume we will carry this on again? - As discussed in principal report there may not be funding this year. We are awaiting a reply if funds can be used for hot lunch (optional lunches).
- Epicure fundraiser will be added to hotlunches as cheques are outdated and this will be easier for parents to pay. We will also have Emergency Packs added to hotlunch site as well.

Fundraising Coordinator (Ina Fung) Absent from meeting so Clara discussed her report.

- Our very first Fall Epicure Meal Kits Fundraiser started on Monday and order forms will be sent out today to all families. Details of the Fundraiser were also included in last Friday's email newsletter.
- Order deadline is Friday, September 29, with expected delivery in Mid-October pending no delays at the Epicure warehouse.
- Will need a few volunteers to help sort & distribute orders at the school, just need to decide the best day and time that's convenient for everyone to pick up once everything arrives.
- Need at least 10 kits to qualify the minimum needed to submit an order = \$250 in sales, so please advertise to everyone you know via all social channels to family, friends, coworkers, etc!
- All orders collected at deadline day need to be sent to Ina, who will then place one big order and the online system will automatically calculate for us the Fund raised = what Mundy Road keeps (40%), and the Amount owing = what Mundy Road pays Epicure. (60%)
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Volunteer Coordinator (Emily Keurvorst):

- No report just taking in information to start formulating a plan for where volunteers are needed and how I can help.
- Signup.com may be useful tool depending on the events needing volunteers

Emergency Preparedness Coordinator (Jay Hilliker absent) report given by Clara

- Will be comparing class sizes to number of kits in the coming weeks. Then will see how many we need to purchase.
- Would like to resume the fundraiser online (we can use past years wordings, if ok?) yes - Nadia to add to hotlunch site.
- Looking for someone to pass this job onto. This is my last year at Mundy. An opportunity for an Exec level position with seamless transfer of the torch if we arrange this year.

Safety Coordinators (Jennifer Fernandes/Jennifer Lowther):

- Walk/Bike to school week is set for Sept 29-30
 - Re-purposing games, handouts and prizes from last year. Will make it more fun by adding a "mystery" aspect to the prizes. Bingo sheets will be in the office will advertise in newsletter and posters around the school
 - ICBC will be on site on Tuesday (should have reflectors to hand out)

- Long discussion on the crosswalk getting a light. If this is something the PAC feels strongly needs the focus then it was suggested a sub committee be formed to focus solely on this. It is in the city's 5 year plan. Parents are encouraged to report near accidents to the city. Perhaps a QR code at the intersection to make reporting even easier was suggested.

Social Coordinator AKA Fun Squad (vacant)

Merchandising Coordinator (vacant)

Members At Large (2) (vacant)

New Business:

- Review Fundraising plan for the year. Discussed list of fundraisers. October 27 will be the dance. We need to get this information to office to book the gym and start getting notice out to parents to make a successful event. Time? November Purdys in time for Christmas. January Movie night. February Pizza and Seeds. March: Read-a-thon. April: growing smiles. May Neufelds and June concession at sports day - maybe there may be some changes to sports day this year so that one is tentative.
- Grade 5 committee will be starting their planning soon.
- Christmas Market Information & Brief Discussion we will start taking donations soon in the locker room (approved by principal). We do need a better system/communication for donations so they are not dropped off on the front desk at the office.
- Discussed a information board being put up near the kindergarten entrance with a waterproof plexi/cover to put information for parents to see. Volunteering, School information, Fundraisers etc. Would be locked. Leann to look into costing this out.

Adjournment: Motion to adjourn: 9:05 pm

Next Meeting: October 18, 2023 at 7pm via ZOOM