

MINUTES

McKenzie Elementary School PAC Meeting

Date | time 9/12/2017 6:35 PM | *Meeting called to order by* Debbie

In Attendance

Debbie Kostyk (chair) Kristine Kusnyerik (recorder), Melanie Postle, Joanna Snow, Lauren Williams, Kristen Kristiansen, Michelle Schmit, Collin Schmit, Tim Bendall , Debbie Bowden, Angela Li, Tracy Len, Tracy Dahl, Graeme Hamilton & Karin Froese.

President's Report – Debbie Kostyk

Debbie K. asked those present to give some thought to the following for the upcoming year:

- What should the PAC's fundraising goals be?
- How can the PAC work smarter? The least/ most successful events that will generate the most funds. Debbie discussed that it would be difficult to execute more events without forming committees.
- How can we generate more volunteers for events? Should we look at cancelling events if we don't have enough volunteers? It was discussed with the hot lunch online program and the new school information system we should be able to obtain more email addresses from parents to promote volunteering. Melanie P. will post a signup sheet requesting emails for volunteering outside of her classroom during the welcome back bbq.
- How can we reduce PAC meeting times? It was discussed that general chit chat should wait until post meeting. Also the PAC should do their best to end their meetings by 7:45pm when the janitor finishes his shift, alternatively be responsible for locking up the school.

Treasurer's Report – Kristen Kristiansen

1. Nothing to Report

Fundraising Report – Debbie Kostyk

1. Save-Around Books – will arrive Thursday for distribution. One book is returned home with each parent. If they would like to retain the book they are to remit cash payment to the school asap.

New Business – Debbie Kostyk

1. Welcome back BBQ tomorrow
Everything is organized we just require a few more volunteers. 5-5:30 meet the teacher with bbq to follow. The grade 5 classes will set up the tables and chairs.
2. Hotlunches.net system and Pricing
Discussed the old versus new system. Kudos to Debbie for all her hard work for configuration the online program. Parents have already begun to place their orders; a few parents reported that the program is easy and clear to use. It was discussed that prices were raised minimally to cover the annual system cost of \$350.00 and PayPal fees. With the exception of the pizza order which will now need to be divided by division by volunteers, the delivery should be the same as in past years.

3. Playground Grant Application

Kristen K. has agreed to investigate the potential grant available for the playground. Debbie asked the PAC to give some thought to what our fundraising goal should be for a play structure and what type of play structure be installed; she suggested a committee of those interested in this project be formed to review options. Debbie reported that a circuit is scheduled to be painted on the exterior concrete for the kids and teachers to utilize as a mindfulness tool; it will also add some vibrancy to the exterior play area.

4. Movie Night

It was discussed that the first movie night is to be held October 19th. A decision was made that the movie would be 'Born in China' (Disney feature film). The movie will be purchased and raffled off at the end of the event. Attendees will be encouraged to dress up as their favorite animal! Cost \$2 per person. Pizza, popcorn, chips and drinks will be available for purchase.

5. 50/50 tickets instead of Raffle?

Discussion ensued regarding the raffle event. Debbie reported that although it is a successful event it is very time consuming to execute. The following options were discussed:

- 50/50 tickets either with cash prizes or gift prizes. The cost for a gaming license per event would be \$25. Alternatively the traditional raffles could be restricted to online purchase via the hotlunch website.

This item will need to be tabled for a future meeting since there was no consensus on how to move forward at this time.

6. Co-president

Due to unforeseen circumstances the nominated co-president Michelle is no longer a member of the PAC. Stating this, her position of co-president or vice-president is available. The commitment would be minimal. The position would provide coverage in Debbie's absence; it would mostly require duties similar to those of a member at large. The position will be advertised.

Teacher's Report - none

A teacher representative will be present at the October PAC meeting.

Principal's Report – Joanna Snow

- Currently there are 11 divisions, 2 more than last year. The class sizes are smaller this year with the smallest having 17 students and the largest 21 students. There are a high number of students with designations however there is a behavioral support program in place as well as a full time behavioral support teacher Mr. Christie.
- The entire staff will be attending the first Pro D Day Monday Sept 18th. The focus will be on the school goal of improving literacy and writing amongst students.
- Volunteers from the New Life Community Church have been working with Kristen K. to organize a walking school bus (large corrugated school bus sign) that will see trusted volunteers from the Church walking children to school from the church located at Carey Rd. and Tillicum Rd. each day. Discussions are in place to see if volunteers from the Church can assist in running the "breakfast program" as well as reading in classrooms.
- Safe Route to School information has been added to the agendas.
- A new call back system has been purchased for the school. Parents can call in after hours and access a phone tree to report student absences. An email may also be sent. Teachers have been advised to complete

their attendance by 9am. The system will automatically call or email parents advising that their children have not shown up to school if they were not reported absent in advance.

Vice

- Melanie has discussed with staff the importance of having a PAC representative from each classroom. Lauren who performed this role last year explained that the commitment was minimal. She created a parent email list where she would share information on school or PAC initiatives often cutting and pasting information and distributing. The school administrative assistant will be able to provide each representative with a list of parent email addresses. It was discussed that the letter promoting this position should be distributed late next week separate from the Save Around Books.
- Those present were encouraged to take the left over bread outside of Melanie's classroom.
- Whisper bikes have been purchased for each classroom; 37 were purchased for the district. This aligns with the large focus on self regulation.
- A reminder that if parents have any concerns about their child they should not hesitate to contact the teacher and or the principal or vice principal.
- It was discussed that teachers may chose to implement the traditional report card system (Communicating Student Learning (CSL) or the new online Fresh Grade System as an assessment tool. Information session on the Fresh Grade System will be held to promote the system to new and existing teachers with reservations. It was discussed that the Fresh Grade System is a two way system and does require that parents actively review posts and add comments.

Questions

What volunteer jobs are still required for the BBQ? It was discussed that enough volunteers were available and that new PAC members attend and enjoy the event.

Next Meeting

10/12/2017 6:30 PM

Adjourned at 7:39 PM