

MINUTES

McKenzie Elementary School PAC Meeting

Date | time 9/11/2019 6:34 PM | *Meeting called to order by* Lisa May

In Attendance

Lisa May (Chair), Jodi Longstaff, Tracy Len (Recorder), Tim Bendall, Kristen Kristiansen, Susan Webb, Sunny Jun, Risha Coote Martell, Mariah McCooey, Shelley Pugh, Lana Hansen, Sophie MacDonald, Kristine Kunyerik, Angelaine Bussieres, Lauren Hudson, Michelle Cunningham, Debbie Kosytk, Joanna Snow, Arlene Salido

President/Vice Presidents Report – Lisa May

Welcome. Many executive PAC members have taken a step back, so a new leadership collective has been formed with Jodi Longstaff, Tracy Len and with Lisa May taking on the role of president. The idea is to try to work as a group so please be patient with them as the learning process starts as some mistakes will happen. Main goal to strengthen the communication and engagement with parents, staff and the school community.

Treasurer Report – Kristen Kristiansen

Gaming Grant has been approved and should be deposited in the next month. In depth report will be presented at October meeting.

Administrator's Report- Joanna Snow & Sunny Jun

School Demographics- 12 Divisions with 5 classes at minimum requirements, 9 Educational Assistants (some one on one with students, some floating between classes), 2.3 Learning Support Teachers (2 fulltime, 1x 1/3 time) and a Half Time Counsellor. We have a total of 225 students this year.

Symphony Program- We have been chosen for Adopt a School program by Victoria Symphony which includes a live performance at the school as well as a funded field trip to UVIC for grades 4 & 5.

Payment Preferences- School is encouraging the use of School Cash for all school related payments (ie: Agendas, Tickets, Field Trips etc) to cut back on cash coming to school and the associated admin time it requires. School Cash accepts credit cards and E-Cheque (so you do not need a credit card).

Back to School Paperwork- Back to School Form packages were delayed due to illness but should be hitting backpacks this week. Thanks for your patience.

Construction- Due to the additional division the Music Room has been relocated to old Computer Lab (as “computers” are portable these days!). Some of the related construction was delayed so at some point Ms Salido will be travelling to classes.

Childcare Update- Cloverdale Out of School care is working to set up a McKenzie out of School care at New Life Community Church. Anticipated opening in late October, TBA.

Mr Organics Garden Program- Dave Friend is working with Sunny for an edible lasagna garden and will work with two classes who will “train” and become “mentors” for the other classes. Paula Currie (EA) is seeking out donations for gardening supplies/materials (if you have a donation lead please email Paula pcurrie@sd61.bc.ca). The garden itself will take up minimal space and the district will be coming this week to approve the garden site. Lisa will connect with Sunny after the meeting regarding how the site may affect the Beautification Project.

Old Business

- 1) **Earthquake Shed-** will be staying in its current location. Michelle will look into how to best treat the shed (stain/paint) to lengthen its life. We will need to start moving supplies into the shed once treatment is complete. Debbie Bowden has an earthquake inventory to consult when the move date is closer.
- 2) **Request for Funding Form (attached)-** A funding request form has been developed for school staff requesting PAC funding support which will be accepted two times a year for consideration Oct & March. Michelle will email the forms to Joanna to distribute to teachers this year's October deadline will be Oct 4th, so that Kristen has time to review budget before the Oct PAC meeting where Funding Requests will be on the Agenda.
- 3) **Beautification Project: Benches-** Joanna has put in the service request for an “official” quote to add 4 wooden log benches to the trees on the lower field closest to the school.

New Business

- 1) **Welcome Back BBQ-** Debbie Kostyk is leading this event. The Optimist Club has been confirmed, supplies have been purchased. We will be selling a Burger & Bag of Chips for \$5. Debbie will also pick up some cucumbers/carrots as a no charge add on. Water will be available from the in school fill stations: McKenzie Water Bottles will be sold for \$5 and paper cups will be available at no charge. More Volunteers are needed, please refer to Sign Up Genius email sent out 09/08/19 or look for the link on the Facebook Page.

- 2) Special Food Days-** Kristine Kunyerik is the Special Food Day Co-Ordinator with the Hot Lunch program currently but is looking for support, Tim Bendall has stepped up and they will be working together moving forward. We will be alternating Subway/Sushi Day with Pizza Day (once per month with exception of Sept/June). Parents will see a price reducing of \$0.50 on Sushi and \$1.00 pizza slice, this is based on parent feedback and to encourage more orders. Testing of the program will be happening this week, with info to parents going out prior to the first event on Oct 11, 2019. Joanna will confirm that the PAC would like leadership students to help with Special Food Day sorting/delivery to take the pressure off the low volunteer #'s.
- 3) Beautification Project: Grants-** There are 3-4 grants available and need a Lead for the application. Michelle will work with Joanna on the Whole Foods grant. Tim will work on the Victoria Foundation Grant.
- 4) Parent Education Night-** Lisa is leading this event. Orla Colgate has been confirmed for October 10th 6:30-7:30pm, she will be giving a presentation on Reading with a focus on how parents can support, encourage and motivate their emerging readers. Lisa will forward a bio/description to Joanna to promote & confirm. Recommendation of using Event Brite for free tickets was suggested to give #'s. Technology requirements for the presentation.
- 5) Halloween Dance-** Jodi is leading this event. It is scheduled for Oct 24th, from 6:00-7:30. Glo Sticks & Glow Balloons were a hit last year. Pizza sales were slow, this time trying offering snacks only (chips, wagon wheels etc). Gym design will be mindful of Fire exits and the "photo booth" will be moved closer to entrance. Projecting a family friendly Halloween movie like Charlie Brown Great Pumpkin, all décor to be friendly (not scary) as this is a family event with many smaller children.
- 6) Poinsettia Fundraiser-** Opportunity came up for a Christmas plant fundraiser (Poinsettias, Mini Trees etc) with Hilltop Nursery. Orders would need to be confirmed by Nov 7th. If anyone is willing to take the lead on organizing this fundraiser please reach out to Lisa (mckenziepac@gmail.com), if not we will skip it this year.

Music Program- Sign up for Choir & Junior Choir is out and healthy #'s have signed up. Ms Salido will be continuing with CBC Music challenges. This year there will be a Winter Concert and, in the Spring (Feb) New Art Showcase will be introduced, it will alternate with a Spring Concert every other year. In order to fund field trips and replace aging instruments in the Music Programs tickets to the Winter Concert will be offered for \$1 and donations will be accepted at the door.

Art Card Fundraiser- Lisa Schneider has taken the lead this year, it raised over \$700 for the school last year and got great parent feedback. Your child's art will be available for purchase in Greeting Card form closer to the Holiday season. Children will be doing their winter art in the next few weeks as the deadline for art submission is Oct 4, 2019. Order forms & dates will be communicated closer to.

Adjournment:

9/13/2019 8:03 PM

Next Meeting: Wednesday Oct 9, 2019 @ 6:30pm