

## McKenzie Elementary PAC Meeting Minutes

**Wednesday, May 1, 2024**

Meeting called to order at 6:34pm

*Attendance:* Shelley Pugh, Melanie Nielsen (recorder), Mariah McCooey, Colleen Leithwood, Angela Karangwa, Tracy Len (chair), Wendy Anderson

*Admin reps:* Carmen Gauvreau, Jordana Beattie

*Guest:* Natalie Bandringa (Saanich planning)

1. Ready, Step, Roll presentation - Colleen, Natalie
  - McKenzie has been accepted to participate in the Ready, Step, Roll program for next year, to help promote safe active transportation
  - Final report to be presented in September 2025, with results over several years
  - First step is an online survey - last week of May, first week of June - request for PAC to help promote (>50% participation and the school will win a bike/scooter rack), can promote through PAC FB page and at spring concerts
  - Many activities at/with the school over the year
  - First time the program has come back to a school (2018 project with McKenzie)
  
2. Admin Updates - Carmen
  - Neighbour complaint about parking - parents, staff blocking driveway
  - Grade 4 student and family surveys completed
  - Principal appraisal completed
  - Donation to the school - Glowforge laser engraver purchased (huge thanks to this anonymous donor, who has previously bought ChromeBooks, supported Seaquarium, etc.)
  - Staffing - at 12 divisions currently
    - As of today (subject to change): 5, 4/5, 4, 3/4, 3/4, 2/3, 2/3, 2, 1, 1, K, K
    - Some staffing changes including several postings
  - Important dates:
    - One more cross-country event, lots of McKenzie kids in top 10!
    - Transition meetings for grade 5s soon
    - Greek Festival Society bringing lunch for whole school next Wednesday
    - Young Entrepreneur Fair next Thursday
    - Last week PowerPlay event went really well
    - May 10 Rugby Tournament
    - May 13 full earthquake drill
    - May 13-17 Rainbow Week
    - May 14 Camp Thunderbird for Grade 5s
    - May 15 class and school photos
    - May 16 Art Start, Grade 5 transition afternoon
    - May 17 Indigenous-focused Pro-D
    - May 22-23 Grades 4 and 5 camping trip

- May 27 Welcome to Kindergarten afternoon
      - PAC volunteer to come in to speak to parents at 1:15pm (Tracy, possibly Colleen)
      - Mariah to develop new recruitment poster
    - May 28 track meet at UVic
    - May 31 gym closed for installation of stage for concerts
    - June 5 and 6 Spring concert afternoons at 1:15pm (TBC)
      - PAC will host a bake sale (Colleen)
  - School District calendar for 25/26 is up for comment
- 3. Treasurer's Update - Shelley
  - a. Full copies of ledger and bank printout brought to meeting for PAC members to review
  - b. No other updates
- 4. PAC elections - Tracy
  - a. Chair, Vice-Chair, Treasurer, Secretary up for election
  - b. Other program leads also required
  - c. Angela - Country Grocer receipts program – thanks, Angela!
  - d. Treasurer is required, Shelley can mentor for next year
    - Colleen and Angela will be co-signers for PAC cheques – thanks, Colleen and Angela!
    - Shelley will further promote the position
  - a. Wendy - Parent Education lead – thanks, Wendy!
  - b. No additional nominations at this time, will remain open through September
- 5. Roundtable – all
  - a. Halloween Dance dates - request for Nimra to confirm (Friday before is Pro-D Day)
  - b. Valentine's Dance date - request for Nimra to confirm (February 7 or 13th, before Family Day weekend)
  - c. Grade 5 leaving - PAC \$175 funding contribution for decorations, photo backdrop; cupcakes with Country Grocer gc
  - d. Fun Day contribution \$500 for second bouncy castle
  - e. Teacher appreciation lunch on admin day June 28
  - f. Parent Education (neurodiversity topic) with Strawberry Vale May 27th at 6:30pm on Zoom
  - g. Wendy can canvass parents about topics of interest for parent education next year
- 6. Next meeting June 5, 6:30pm on Teams

Adjourned: 7:56pm