

**Queen Mary PAC Meeting Minutes (online Zoom Meeting)**

**Date:** Wednesday, May 18, 2022.

**Attendees**: Mega Davis, Janine Kobylka, Ze (Walker) Quan，Molly Johnson, Laura Sims,Yue Ma

Queen Mary families joining via Zoom

**Regrets** : Julie Sutherland

**Meeting commenced**: 7:03 PM

1. **Acknowledgement**

Acknowledge the history of our community and neighborhood

1. **Approval of Agenda**

* **Moved by**: Janine Kobylka
* **Seconded by**: Sandra Nelson
* **Unanimous approval- Motion carried**.

1. **Approval of Minutes**

* **Moved by**: Janine Kobylka
* **Seconded by**: Laura Sims
* **Unanimous approval- Motion carried**.

1. **Principal’s Report:**

* Updates
* Basketball finished up earlier this month – thank you to our coaches and staff sponsors as well as parent volunteers who helped with coaching and driving students to games
* Track and Field is currently underway for students in Grades 3-7. We have several students in Grades 3-5 participating – less in Grades 6 & 7
* Tennis lessons are currently taking place with Tennis XL – there’s also an after-school program
* School Organization
* Very tentative. Currently staffed for 12 divisions – we have recently received our staffing entitlement and, as expected with our decrease in general enrolment (and also a decrease in our International, Special Ed numbers) our staffing is down
* We’re now working as a staff to determine the best teaching assignments – student placements and also tentative student support worker schedules will follow shortly.
* Hot Lunch
* 2nd week
* Positive feedback from students and staff
* Student helpers assist with delivery and distribution
* Packaging is recycled or composted
* Students bring their own cutlery
* Information is included in the QM newsletter (April and May)
* Can the link be added to the PAC website?

* Sports Day
* Each class is planning a station/event. Events will vary – races, team building, cooperative game, activity
* PAC SUPPORT - Need one parent to stay at each station to help with class transition, explaining the activity, re-organizing equipment between classes etc.
* 9:20 – 10:30 Stations and 10:50 – 12:05 Stations
* 1:00 Full school Friday Fitness
* PAC SUPPORT - Frozen Fruit bar/treat in class
* Grade 7 Recognition
* Grade 7 team at QM is organizing an assembly
* Assembly will include an address by staff, students, parent, recognition of each student, scholarship, slideshow etc)
* Working with a Grade 7 parent committee to plan light refreshments after the assembly for guests and students and a celebration lunch for the grade 7s
* Looking for a Grade 7 parent volunteer to speak to the Grade 7s at the assembly – please contact Megan if interested
* Typically, the Grade 12 QM Alumnae Scholarship winner also speaks – PAC to coordinate with that recipient and invite them to the Grade 7 assembly
* Ronny Duttagupta scholarship - This award was created in memory of a former Queen Mary student, Ronny Duttagupta, who passed away in 1982. It is awarded annually to one Queen Mary Grade 7 student who best exemplifies the qualities Ronny demonstrated: overall high academic standards combined with environmental awareness, a love of learning and a keen interest in the world. The scholarship is comprised of a medal, the inscription of the student’s name on a plaque at Queen Mary, and the sum of $250 for the student to use towards a summer program or save towards post-secondary education. A committee, comprised of the principal, a member of the PAC and a QM Teacher, will make the selection in June. A recipient will need to be selected by June 3rd.

* Upcoming Dates
* May 23 – Victoria Day – school not in session
* May 30 – June 3 - Bike to School Week
* May 31 – Welcome to Kindergarten (9-10:15)
* June 14 – PAC Meeting
* June 17 – Grade 7 Assembly
* June 22 – last Wednesday for hotlunch
* June 28 – Sports Day
* June 29 – Last day for students

1. **End of year activities**

* Outdoor moving night. Suggestion: right after PAC meeting indoor.
* Q&A: Will next PAC meeting on site? In discussion.
* Q&A: Can PAC meeting be a bit earlier so movie will not finish too late? Can move the meeting from 7pm to 6:30pm.
* Queen Mary Scholarship: cash award for QM alumni of $1000 to acknowledge all-round achievement by an alumnus upon acceptance into a full-time post-secondary education program. Janine is leading it. We have quite a few applications. Recipient will be notified at the beginning of June.
* School Dance: We have 2 parents volunteers now and committee will meet on Friday. Would love a few more volunteers. Megan wants the volunteers to reach out so she will know time and effort needed for.
* 2022-2023 PAC Executive: we have three open roles for next year: District PAC Rep, and 2 Member at Large

1. **Treasurer’s Report**

* Two accounts: general account balance: $4685; gaming account: $4809. Total: $9494.
* There was a reimbursement for Raffle check never cashed in outstanding payable.

1. **Motion to Approve**: Grade 7 leaving event/gift from Gaming account up to $350. Money has been used in a variety of ways in past years.

* **Moved by**: Janine Kobylka
* **Seconded by**: Laura Sims

**Unanimous approval- Motion carried**.

1. **Other business**

* Calendar for PAC event for the coming year.
* We have a calendar. PAC sits down with QM school works out on every June to list all the events dates.

1. **Q&A**

* **Teacher’s responsibilities for school**

Extra-curriculum activities are not part of teachers’ duty. They can volunteer to do that.

* **How does school acknowledge the teacher’s effort?**

District will evaluate teacher’s level.

* **For end of year, what’s tradition for teacher/staff appreciation?**

It is not required or necessary. Child can make a card or token for appreciation. Board policy does not expect that. Class parents are not obliged to contribute to that.

* **Year 2022-2023: will some professional days jump to Wednesday?**

There is one day, probably Sep 21st is a Wednesday professional day to include full staff’s attendance.

1. **Adjourn:** Meeting Adjourned at 7:55 pm