



Queen Mary PAC Meeting Minutes (online Zoom Meeting)

Date: Tuesday, October 13, 2020.

Attendees: Megan Davies, Janine Kobylka, Julie Sutherland, Sian Dowle, Christine Darvell, Bree Stanlake, Bippan Dhillon, Molly Johnson, Golnar Khajavi, Claudio Ferraz, Eva Oberle, Merle Miedzygorski, Andy Lau, Angelina, Nirvana Kiarostami, Julie Roth Dunne, Kuljit Sajjan, Jacqueline, Maria Koebisch, Nazy Alborz, Ying Shao, Sijenyi Family, Yailjiang, Kim Chong-Ping

(names collected from Zoom Participant list)

Regrets: Sasa Chambers, Tracey Wood, Meghan Stanlake

Meeting commenced: 7:02PM

1. Approval of Agenda

- **Moved by:** Julie Sutherland
- **Seconded by:** Merle Miedzygorski
- **Unanimous approval – Motion carried.**

2. Approval of September 22, 2020 Minutes

- **Moved by:** Christine Darvell
- **Seconded by:** Julie Sutherland
- **Unanimous approval – Motion carried.**

3. Election of Executive Officers for currently vacant positions

MOTION: to approve the election of Julie Sutherland as Vice Chair and Molly Johnson as DPAC Representative.

- **Moved by:** Maria Koebisch
- **Seconded by:** Nazy Alborz
- **Unanimous approval – Motion carried**

4. Principal's Report – Megan Davies

- **Return to School**
 - 18 students returned from Option 4 to Option 1 this week
 - School is now 80% in person learning
 - The next date for students to return is Nov. 9th
 - Today, teachers and students took the opportunity to review information from the Sept. H&S Orientation

- Families (and staff) continue to conduct and follow the daily health assessments – staying home when they have key symptoms, have returned from international travel, or confirmed contact (and/or direct guidance from VCH). Should there be a case of Covid-19 at school, we follow strict guidelines of VCH and have a legal obligation of confidentiality

- **Communicating Student Learning**
 - Strength-based reporting
 - A minimum of 5 opportunities to meet/learn about a child’s progress (strengths, stretches and ways to support learning at school and home)
 - Typically, QM has conferences in the Fall and Spring, a written report in January and June and at least one other connection from staff (meeting, phone call, open house etc).
 - We have early dismissal on Oct. 21st and Nov. 26th – families may arrange a phone call or Zoom/Teams meeting with their classroom teacher on those dates (or in between if those dates do not work). Fall conferences are for Option 1 and Option 4 learners
 - QM will be moving to a Digital version of the January and June progress report (these reports have been piloted by other schools in the District over the last 2 years).

- **Terry Fox Run**
 - All classes participated in a Terry Fox run – either on their own or with the class that is in their Learning Group
 - Thank you to families who have supported our campaign this year – we have raised just over \$1500 for the Terry Fox Found.

- **Foundation Skills Assessment**
 - Each year the ministry conducts a standardized Rdg, Wrtg and Num assessment with students in Grades 4 & 7
 - Originally the assessments were scheduled by the ministry for Oct/Nov
 - Due to the circumstance of the school year, the assessments have been moved to Jan/Feb
 - Some students do not write the FSAs – either because the school determines that it is not an appropriate exercise/assessment (due to language proficiency, learning needs, social/emotional factors) OR because the child’s family chooses to opt out
 - More information will be shared with Grade 4 & 7 families in the new year

- **Code of Conduct**
 - The VSB (and each school within the VSB) has a Code of Conduct – it is for students, staff, visitors and families
 - Queen Mary’s focus is on respecting everyone’s learning – by respecting ourselves, others and our surroundings
 - The Code of Conduct outlines expected behaviour, consequences and the adherence to the BC Human Rights Code
 - We are currently reviewing our Code of Conduct – looking to update content and align language with the VSB
 - One addition for ALL VSB schools this year is the statement “Racism will not be tolerated in our school”
 - Parents interested to be part of our code of conduct review can contact me directly via email.

- **Halloween**
 - Students can wear costumes to school on Oct. 30th (school appropriate, leave masks and accessories at home)

- School is working to plan a virtual parade via staff Teams accounts (so that students can see each other in costumes)
 - Teachers may take their class on a neighbourhood walk while in costumes
 - Learning cohorts may do Halloween activities together
 - This year, we are unable to provide or share treats – please do not send treats to school for the whole class
- **Upcoming:**
 - Oct. 21 – Early dismissal (2pm) for conferences (phone or Zoom/Teams)
 - Oct. 23 – Provincial Professional Day (School not in session)
 - Oct. 24 – QM is a voting site
 - Oct. 30 – Halloween at Queen Mary
 - Nov. 9 – Option 4 students may return
 - Nov. 10 – Virtual Remembrance Day Assembly

5. Chair's Report – Janine Kobylka

- **Thank you for attending**
 - Thanks to people who have reached out with ideas / suggestions for fundraising and ways to connect
- **Survey**
 - PAC is putting out parent engagement survey for QM families.
 - If you're not yet registered to receive PAC emails, please do so on PAC website in order to receive the survey link.
- **Read-a-Thon**
 - Normally Oct/Nov PAC runs book sale to raise funds for library
 - This year working on organizing a Read-a-Thon fundraiser - kids record how many hours they've read over a set period of time and collect pledges from family members and friends of the family.
 - More info will be available soon
- **Class Parents**
 - Waiting to get a complete list
 - So far at least half of the Divisions have Reps
 - Following Divisions either don't have Reps or I don't have the info yet: 1,2,3,6,8,9 and 12.
 - If you're in a Division that doesn't have a Rep, please consider taking on this role – I'm answer any questions about it.
- **Community Building**
 - One focus for PAC this year is maintaining and building community
 - Hoping class parents can organize virtual chats with parents from their Divisions / Cohorts
 - Can extend PAC meetings so people can chat after the meeting or go into break out groups with discussion topics if there are a lot of people.
- **Spirit Wear**
 - Working on getting QM branded apparel to sell – t-shirts, hoodies, hats etc.
 - Julie looking into providers
- **Munch a Lunch**
 - Munch a Lunch is an online ordering system for school lunches and fundraising
 - There is no hot lunch right now – if District policy changes on that we can revisit
 - Still be useful to have an online method to collect payments and fundraise, especially this year – parents register an account and can pay online much like SchoolCashOnline
 - Costs \$210 plus tax for the first year - \$300 per year after that.

MOTION: to spend \$235.20 (\$210.00 + tax) of General Funds for an annual membership to MunchaLunch, a software system that enables PACs to collect online payments for fundraising/hot lunch purposes.

- **Moved by:** Nirvana Kiarostami
- **Seconded by:** Julie Sutherland
- **Unanimous approval – Motion carried**

6. Treasurer’s Report – Sasa Chambers/Bree Stanlake

- Bank accounts remain in good standing
- Has been little movement in accounts, and we continue to wait on deposit of our gaming money this year.
- Due to changing roles on this year’s executive, we need to change signing powers at the bank.

MOTION: to remove Tracey Wood and to add Julie Sutherland as signatory for the two PAC bank accounts at HSBC.

- **Moved by:** Maria Koebisch
- **Seconded by:** Nirvana Kiarostami
- **Unanimous approval – Motion carried**

7. DPAC Report – Bippan Dhillon for Molly Johnson

- DPAC continues to advocate for our children and safe schools during these time
- You are encouraged to engage with them further via zoom meetings or their web page.

8. Other Business/Questions

- Megan answered questions around the FSA: what it is assessing, are the students prepared for it, is there a way the results could be made more valid.
- Many volunteers for class parents (thank you). We are still without class parents for Divisions 1, 9 and 12.

9. Adjourn

- Meeting adjourned 7:54pm