

Queen Mary PAC Meeting Minutes

Date: Wednesday, May 15th, 2013

Attendees: Kathy O’Sullivan, Shannon Burton, Sandra Hedley, Rebecca Anderson, John Puddifoot, Heidi Harmer, Scott Trinder, Kathy Findlay, Vicki Aneliunas and Judy Yeunge

Meeting commenced: 7:05pm

No.	Item	Action/Details
1.	Approval of the Agenda	<ul style="list-style-type: none"> • Moved by: John P. • Seconded by: Scott T. • Unanimous approval • Motion carried
2.	Approval of April Minutes	<ul style="list-style-type: none"> • Change to #4 under Principal’s Report – Should be “Meetings are being held with the SPC now.” • Moved by: John P. • Seconded by: Scott T. • Unanimous approval • Motion carried
3.	Principal’s/ Vice-Principal’s Report – Kathy O’Sullivan and Shannon Burton	<ul style="list-style-type: none"> • Currently working on school organization – will have 16 divisions – HR will look at all the district organizations to make sure everything’s correct and will then post. • QM will have 1 posting – had to “surplus” 4 teachers for the Fall due to declining enrollment – have 404 students – once this is finalized, will be looking at class placement. • Adhere to class placement criteria as per email that went out to families – parents can pick up forms from office, which are due by May 27. • Had another meeting today with architect re. seismic upgrade – they’d taken the feedback, reviewed it and put it into other options, which were presented to the staff today – efforts are being made to set up a meeting for architect to meet with parents – looking at temporary facilities for September, in particular, the library, which likely be either in the Strings room or the Kindergarten room. • Kindergarten will moved upstairs to the open area and the two Kindergarten teachers have agreed to team teach together – want to try to only move children once rather than two or three times but it might not be able to be avoided for some. • Met with Anthony and Tom from VSB who gave excellent presentation about moving that gave the teachers lots of confidence that it’ll go smoothly – big grey bins on all floors of school are for teachers to put in things they don’t want any more with the idea that we’re downsizing – likely the portables will be new. • Discussion re. sewer lines and, in particular, whether the sewer line that currently runs under the primary playground can be left and, instead, we run a new sewer line around the playground. • May 10 Professional Development Day staff discussed 2 goals 1) Literacy with focus on writing and 2) Aboriginal Enhancement (requirement from VSB) – lots of ongoing school events and activities i.e. Project Cinematique, Think & Eat Green, Track and Field, leadership team gearing up to do Talent Show at end of May.-24-13

		<ul style="list-style-type: none"> Discussed calling for volunteers to come in and help teachers for one day to clean out their classrooms and Kathy will bring up at next staff meeting.
4.	Staff Requests- Mrs. Sandra Hedley (see attached)	<ul style="list-style-type: none"> \$5000 from direct drive fundraising to library and literary resources including updates for Literary Circle titles, early literary home readers and library resources for all grades. \$ for class laptops, software and supporting hardware – based on experience with iPad cart last year determined that iPads are good individual devices but don't work when passed from class to class (can't use email, Dropbox or iCloud to save work because of Canadian regulations) – using sticks is more effective. Kathy and Shannon are currently pricing everything out i.e. we know we have enough for 17 Macbooks and now looking at cost for software licensing. Discussed need for volunteers to organize areas of school i.e. gym equipment rooms – Scott T. expressed need to call for more volunteers in general - Kathy F. suggested parents are willing to volunteer but there's a need for improved communications between parents, PAC and staff – discussed possibility of putting some of our "needs" under clubs i.e. interest in gardening could go under "Gardening Club" in order to use funds – discussed specific uses of Gaming Funds (enrichment not curriculum). Kathy F. expressed need to have a clear description to provide to teachers as to what it is possible in terms of funding and, also, to be planning now for a direct drive letter to go out in October 2013.
5.	Chair's Report – Rebecca Anderson	<ul style="list-style-type: none"> Date for Seismic Update Presentation for parents not yet determined. Need 3 volunteers for Scholarship Committee (\$750 scholarship given to minimum 3-year QM alumni Grade 12 graduate who's been accepted to a post-secondary institution), so will add to email going out to families. PAC AGM on June 11 at 9am and election to Executive positions will take place – call for nominations. Nutrition Information Session for parents on May 22 is cancelled and families will be notified in email going out to families.
6.	Treasurer's Report- John Puddifoot	<ul style="list-style-type: none"> \$2900 of grocery certificates were bought - \$18K left in Gaming - \$11K in General.
7.	DPAC/BCCPAC Report – John Puddifoot	<ul style="list-style-type: none"> At May 4 BCCPAC AGM John P. was re-elected for another two years. Have a new Northern representative – resolutions on website were passed, including one regarding playground funding and, also, that schools be built with population growth in mind (passed unanimously) – others re. Wi-Fi in classrooms, head lice training for parents. Lynn Miller, professor in Education at UBC studying stress in students who would be happy to come and talk to parents. Michael Mazer talked about personalized learning. Commissioner from BC Teacher Regulation Branch was present and discussed how Branch works i.e. when and when you shouldn't report to them and parents in room gave helpful feedback. Presentation from BCTF including 6 presentations that they'll do for free – media training attended mainly by Chairs. VSB passed its budget – made some cuts but they may come back. Hired someone to promote public schools in the district – also hired a Principal to run the International Program and agreed to continue running Continuing Education.

		<ul style="list-style-type: none"> • DPAC event at Heritage Hall on May 16 but must RSVP.
8.	Family BBQ and Dance Update – Rebecca Anderson	<ul style="list-style-type: none"> • Disco dance and BBQ scheduled on Friday, June 14 – 5:30-6:30 BBQ and 6:30-9 dance. • Live band to entertain and teach dance moves – prizes for individuals and families. • \$5 for dance only and \$10 for BBQ and dance. • Photo booth too expensive. • Notice to go out to families next week with ticket order on it to be returned to teachers. • Will be looking for volunteers the Thursday (after school) before, during the event and for post-event clean up.
9.	Grade 7 Leaving Ceremony Update – Lori Matick (not present)	<ul style="list-style-type: none"> • Shannon B. let us know that the Admin team and Grade 7 are meeting this Friday to discuss. • Scholarship winner to attend this meeting and present their essay.
10.	Sports Day Update – Kathy F.	<ul style="list-style-type: none"> • June 27 – looking for support from PAC before approaching parents to volunteer, ordering food and music, etc. • Planning to use concession to cover cost of watermelon and student volunteer lunches. • Notice with call for volunteers and lunch menu to go out to families within the next week. • Kathy F. put forward motion for the PAC to support Sports Day and cover a shortfall up to \$200 should it occur – seconded by Scott T. and unanimously approved.
11.	New Business	<ul style="list-style-type: none"> • None
12.	Adjourn	<ul style="list-style-type: none"> • Meeting adjourned 8:40pm.

Staff Wish List presented to QM PAC May 15, 2013

1. \$5000 for school literacy resources including:
 - updates for Lit Circle and Novel Set titles
 - replacements and expanding holdings for Early Lit home readers
 - non curriculum library resources
2. 3 x Classroom Laptops, Software, supporting Hardware (Back-up drives, Document Readers, etc)
3. Classroom Smartboards
4. Refurbishing classroom furniture over the next 3 years so we have clean bookcases etc in all areas of our new school
5. Resource Room Laptops for student support programmes
6. 8 picnic tables outside for fieldwork/outdoor classroom
7. Establish a “garden fund” to prepare for the landscaping costs of our new site after construction is over.
8. \$600 “grow lab” from Lee Valley (each child has a grow kit)
9. \$500 Math manipulatives for primary
10. Team Jerseys