



## Queen Mary PAC Meeting Minutes

**Date:** Tuesday, January 21<sup>st</sup>, 2014.

**Attendees:** Kathy O'Sullivan, Rosemary Thomas, Kathy Findlay, Lisa Meyer, Kristin Loheyde, Nuwan Sella Kapu, Jim Salzman, Frank Zuo, Gary Lee, Judy Yeung, Christine Lee, Scott Trinder,

**Regrets:** Rebecca Anderson, Adina Trowhill, Lori Matick, Jeff Pedersen, Mahala McCullagh, Matthew Taylor.

**Meeting commenced:** 7:05pm

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### 1. Approval of Agenda

- **Moved by:** Christine
- **Seconded by:** Judy
- **Unanimous approval – Motion carried.**

### 2. Approval of Dec. 10, 2013 Minutes

- **Moved by:** Scott
- **Seconded by:** Christine
- **Unanimous approval – Motion carried.**

### 3. Principal's / Vice-Principal's Report – Kathy O'Sullivan and Rosemary Thomas

**Kathy:**

- New Staff welcomed. Classes moved into Portable Town moved and all went well. VSB has a good team for moves and recycling materials. Staff are settled and things are going well.
- HeatherBrae will be starting new gym soon. Some plants are being saved and are being put at another school until ready to move back to Queen Mary. Landscape plan is to be determined.
- In response to Worksafe BC policy change in November 2013, the VSB has revised their policy and developed a document about Workplace Bullying and Harassment. The administrators were required to give a workshop to all staff about this policy.
- FSA's for Grade 4s and 7s will be happening sometime between January 15<sup>th</sup> – February 21<sup>st</sup>. The administration will answer any questions parents may have. Not many families excluded their children from participating in the exam. Teachers administer the tests, district collects the exams and the exams are marked at the district. Kathy O'Sullivan is on the District FSA Committee and will oversee the marking. You can access information on the FSA's through the BC Education website for more information.

## **Rosemary:**

- Artist in Residence: the school secured a grant to host Phyllis Schwartz. She is doing a photo art project with the grade 6/7's. This program will be part of one of the legacy projects for the new building.
- Nancy Hundel: local author will be working on personal writing with grade 4/5 on January 24, 31, and February 7.
- Gr. 7 Grad Committee consists of parents and grade 7 teachers. The committee is planning some events which will include a year end farewell.
- STAR Presentation for Grade 6/7- Presenters have been scheduled to meet with the students in four sessions to discuss wise decision making and drug and alcohol abuse.
- Open House of Portable Town on Jan. 28, 3:15-4:00, meet the teachers and view the classrooms.
- Crazy Hair Day on Wednesday January 22<sup>nd</sup>.

Other: Kathy Findlay posed a question regarding the igirl/iboy program with Saleema Noon. There had been a couple of inquiries by parents as to whether or not we did something for the boys. Chris Hadfield did the boy's presentation. Saleema Noon did the girl's.

## **4. Chair's Report – Kathy Findlay**

- Cleaning of PAC storage room, Kathy and Mahala organized 11 bins of PAC 'precious items' - they are stored on school property.
- Christmas fundraising activities raised almost \$8,000 this year. \$4,860 from the Craft and Bake Sale, \$1,521 from the Poinsettia Sale and \$1,528 from Purdy's. The crafts brought in the most money of all of the stations at the sale. A detailed report is available for those who are interested.
- Lice screening 65-70% have given consent for the screening, which will take place at the end of January.
- We have collected Direct Drive proceeds of \$14,140. Our goal is \$40,000. Another letter will go home at the beginning of March. We increased the goal from \$30,000 to \$40,000 so as to have additional funds in reserve for any projects not included in the Seismic budget that we would like to see happen in the new building or on the school grounds.
- A short survey on the hot lunch program will be coming in February via email.
- Would like to do a survey of the parents to find out what seminar topics they are interested in and if they will attend the seminars.

## **5. Treasurer's Report – Kathy F.**

- General fund is building and provides the PAC with a contingency if we need to help with some unforeseen expenses related to the Seismic and changes in the plans.
- Scott asked if we should have a separate account for unknowns due to new build.

Kathy: Some gaming funds have been identified as being available for this purpose as well a portion of the Direct Drive Funds are being segregated for the purpose of making funds available for landscape initiatives, playground changes etc.

- Budget will be made for all the possible things the school may need. Teachers have already made suggestions. After plans come in from architect, a budget, with more specific needs, will be prepared by the PAC.
  - Scott asking about the construction: can we have a phase 4? Kathy O Sullivan referred to Dickens, and that this did work for them. Kathy O will take suggestion to Raymond at next planning meeting.
  - Kathy: we have to make sure they [VSB/Raymond] follow through with things we have asked of them. If they have plans for landscaping it would be nice to have. Can we get a copy of landscape/outdoor plans even if they eventually change so we can have for future use.
  - PAC would like footprint, landscape plans, windows. Can we have a phase 4, which includes possible a prioritized list of items that were cut due to budget constraints.
6. **DPAC Report** – no report, only quarterly
7. **MOTION:** to subsidize the total cost from our general funds account of the Maple Man visit to Queen Mary in the order of up to \$2 per student. Families will only need to pay \$2. From Joanne Lloyd. Offered to all students, 13 divisions are participating.
- **Moved by:** Kathy Findlay
  - **Seconded by:** Lisa
  - **Unanimous approval – Motion carried.**
8. **MOTION:** to approve an additional \$125 of PIN money for each of the 22 classroom/ resource groups. These funds are used for consumables purchased by the teachers for their classrooms.
- **Moved by:** Kathy Findlay
  - **Seconded by:** Scott
  - **Unanimous approval – Motion carried.**
9. **Anti-Bullying Week - Kathy**
- T-Shirts, bracelets and cinch bags are being offered for sale at cost to families.
  - February 26<sup>th</sup> is Pink Day and a time for anti-bullying awareness. Jessica Tratch coming to do seminar on February 19<sup>th</sup> at 7pm for parents. The leadership group is doing activities and then Jessica will come back to speak to kids on February 26<sup>th</sup> in the morning. A letter will be going home to families for all members to sign confirming their commitment towards helping put an end to bullying, with the idea to open up discussions within families at home. Goal is to bring more awareness to bullying and how to stop it.
10. **Other Business:**
- Kristin asked a question about the computer lab and how do the children get access to computers now that we do not have one. Kathy O'Sullivan replied that computers have been distributed throughout the classrooms. 40 laptops and 8 iPads. The MacBook Pro and MacBook Air computers, which reside on carts, are also available to the teachers to sign out whenever they wish.

- Scott Trinder also brought up for discussion the school policy regarding students bringing their own hand held devices to school. A policy is being developed at the district level. There was a discussion regarding students having cell phone or other PDS's out at school. Kathy O'Sullivan will talk to staff about guidelines and rules for this, with the idea of having a Queen Mary cell phone policy.

## 11. **Adjourn**

- **Moved to adjourn by:** Kathy
- Meeting adjourned 8:20pm.