



Queen Mary PAC Meeting Minutes

Date: Tuesday, October 21st, 2014.

Attendees: Kathy O'Sullivan, Rosemary Thomas, Kathy Findlay, Mahala McCullagh, Rebecca Anderson, Sasa Chambers, Scott Trinder, Judy Yeung, Matthew Taylor, Gary Lee, Don Simmons, Christine Lee.

Meeting commenced: 7:05pm

1. Approval of Agenda

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

2. Approval of September 30th, 2014 Minutes

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

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

Kathy O'Sullivan:

- Staff – Ms. Soldan has returned.
- Pro-D this Friday – a variety of workshops for teachers in town. There will be some on-going “teaching” of topics learned passed on to the rest of the staff.
- Thanks to PAC for assistance in getting Earthquake kits organized. Student Lanyards will be done once photos are input into BCeSis and put into Division Bins.
- There are “Response Teams” for Emergency preparedness. Updated training from CERC each year to train more staff.
- PAC will look into ensuring there is food that is “peanut free”, etc.
- Students have practiced a “Fire Drill” (thanks to someone pulling the alarm)! Also practicing the “Code Red” lock-down drill. Police Liaison likes to be involved to ensure that procedures are followed correctly.
- Students have been told to use 6th Avenue or Trimble Park entrance to get to school, for safety from construction vehicle traffic. Students will tell families, and a written notice will go home to parents.
- Goal Setting Conferences: some were in October, others in November.
- Report Cards set to come home in December.
- Project Chef going on this week for two Grade 4/5 classes. Ms. McKay's class will be doing a Pilot Project at Tapestry in November, with Seniors, being filmed.

Rose Thomas:

- Student photos were done October 16th, successfully.
- Cross-Country ended today. Thanks to Mr. Atkinson for his coaching, and all the assistance from parents.
- We have 3 volleyball teams signed up this year.
- Terry Fox Run was a success, and great weather! Parents were a great help with crossings, snacks, etc.
- Leadership team: 9 students going to We Day.
- Freezer donated to school for Grad & We Day ticket fundraiser.
- October is International Read Month, Int'l Walk/Cycle to school.

4. Chair's Report – Kathy Findlay/Mahala McCullagh

Mahala:

- Parent Seminars: sharing speakers with other schools (Jules Quesnel & Queen Eliz). First one on Sex Ed at JQ on Oct. 23rd at 6:30pm. QE has one on Tuesday, November 18th – speaker: Deborah McNamara, on Raising Children in a Digital World. Seminars are free & open to all parents! February 4th at JQ – SOLOS presentation. One more in the Spring – details to come later.
- Holiday Craft & Bake Sale: December 5th. A few changes – no Rummage Sale this year due to space limitations; K's will keep their craft (difficulty understanding) instead of buying it; punch cards for K's will continue. No spinning wheel this year, but new games coming.
- Earthquake Kit status: All kits from last year moved to new Division Bins. New students got letters with baggies to fill and return by Oct. 27th.
- Fundraising for the Holidays: Pointsettias again, delivered Dec. 1st, for pick-up on Dec. 2 & 3. Any extras will be sold at Craft Sale. Purdy's will be done strictly "online" to save on paper.
- Safe Arrival update: Thank you to Kathy O'Sullivan for a special desk set-up! We have one parent covering Safe Arrival each day (and two back-ups).

Kathy:

- Monthly ice-cream sales by leadership Group: fundraising for Grad and WE Day tickets. Leadership team to learn about profits, to raise money for Grad & to get tickets for WE Day (supporting International Charities). A freezer was donated by a parent for use by students (and PAC) for the purposes of fundraising.
- Applications for Staff funding deadlines: first deadline is Oct. 31st for staff to apply for PAC funds. Also a 30-day receipt turnaround for one-off items.
- Lice Screening: 68% of students participated, only 4 Division affected (notices went home to families in those classes).
- Thank-you to volunteers for Cross Country and Terry Fox Run: Mr. Atkinson very thankful for parent participation/support.
- Nut Awareness: Looking for ideas to assist in getting more awareness out to families.

5. Treasurer's Report – Sasa Chambers

- Gaming Grant came through in October: \$7,560.
- Need to submit a proposal to "reserve" some gaming funds for our play equipment & landscaping after Seismic is complete.
- Pizza night: net proceeds \$442.
- Lice Screening: small profit of \$428, due to lower costs for presentations.

6. **DPAC Report – Matthew Taylor**

- Election for Board of Education.
- 9 trustees and 1 student.
- Thurs. Oct. 23rd – DPAC-hosted Forum for candidates. Reviewing questions from PACs now.
- Next DPAC Meeting is November 13th.
- Municipal election is November 15th.
- Nov. 20th is the City-Wide Meeting of PAC Chairs & DPAC Reps – Kathy F., Mahala & Matthew attended last year, and likely again this year.

7. **New Business:**

- No new business for discussion.

8. **Landscaping Presentation:**

- Landscaping committee: 3 parents, 3 teachers, Kathy O’Sullivan.
- No budget for landscaping as part of Seismic upgrade.
- PAC is reserving portions of fundraising for landscaping once Seismic is complete.
- Some parents visiting other schools (where Seismic is complete) for landscaping ideas for review.
- Kathy presented slideshow of initial planning, based on current architectural plans. Brainstorming ideas of what we would like, to determine costs and fundraising needs. Slideshow will be put on PAC Website for people to see initial planning, goals, etc.

9. **Adjourn**

- **Moved to adjourn by:** Kathy F.
- Meeting adjourned 8:30pm.