



Queen Mary PAC Meeting Minutes

Date: Tuesday, September 30th, 2014.

Attendees: Kathy O'Sullivan, Rosemary Thomas, Kathy Findlay, Mahala McCullagh, Rebecca Anderson, Lori Matick, Raymond Afan (VSB), Matthew Taylor, Sasa Chambers, Bree Stanlake, Lisa Meyer, Barbara Stokes, Charmaine Ho, Wendie Vander Woerd, Ivy Wu, Ben Huang, Ashley Tang, Venus Chang, Ada Dong, Sandy Huang, Venita & Sonny Sahota, Pilar Ramos, Jay Jeongyeon Heo, Juyeon Woo, Karel Dietrich-Nespesny, Tanja Dietrich, Katriina Laslo, Peter Gee, Heidi Li, Jessica Tang, Lily Sun, Jelena Radic, Garth Hunte, Mike Richards, Pek Hooi Soh, Hyung Jin Kim, Soll Lee Choi, Sehee Kim, Martina O'Regan, Anna Freschi, Ken Chan, Vicky Aneliunas, Don Simmons, Maggie Zhou, Yanying Yang, Jin Guan, Maggie Gao, Holly Ryan, Ying Peng, Silver Zhao, Eric Hennessey, Sarahi Kaldahl, Judy Yeung, Carly & Scott Trinder, Sherry She, Nuwan Sella Kapu, Sara Ho, Janine Kobylka.

Meeting commenced: 7:05pm

1. Approval of Agenda

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

2. Approval of June 10, 2014 Minutes

- **Moved by:** Anna
- **Seconded by:** Bree
- **Unanimous approval – Motion carried.**

3. Seismic Upgrade Project Update – Raymond Afan (VSB)

- Heritage building under construction now, beefing up foundation. New addition will be next on Phase I. Phase I scheduled for turn-over July 1st, 2015, so that the bulk of the school population can move in for Sept. 2015. Updates will come as time moves on, to keep
- Issuance of permits is imminent for Phase II.
- Budget is challenging, continuing with some cost-savings as we move along. Cuts are planned to less “functional” items to ensure a safe building.
- Portables remain until completion of Phase II, which can house some classrooms and to house TASC (which will be located in Phase II).
- Phase II scheduled to complete August 2016.
- Raymond spoke to Ministry regarding release some of contingency funds to keep some of the items being cut due to budgeting.

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

Kathy O'Sullivan:

- Raymond meets with Admin. Staff regularly with updates as the year goes along.
- Excited to be back – especially K's who started full-day today!
- Thank you PAC for the coffee on the first day of school, for welcoming new families and staff to Queen Mary.
- Thank you to parents for all their support and patience during the strike, and as kids get back to school.
- Teachers and Staff worked hard to place students in classes, as Teachers did not have the prep time they usually have to get ready. This is the first time we have moved students into their classes on Day 2.
- Thank you parents for getting your Parent Packages back as soon as possible!
- Last September we had 386 students. Projection for 2014-2015 was down one division from last year to 15 divisions – with projected student enrolment of 372. We had a few students and families moving in and out over the summer. Our actual enrolment is 371, with 58 new students to Queen Mary. We welcome 20 International students, some of which were here last year.
- Teachers have been very supportive of our first day back meetings, carefully looking at the best placements for students, trying to accommodate teacher recommendations, Resource team recommendations, including students with special needs and learning challenges, balancing female/male ratios; student friendships, and parent requests. With that in mind, we also need to consider staffing ratios and the Ministry requirements for class size and composition. We worked through the challenges that placement posed in June and in September with the Job Action.
- Ping Ho (Grade 6/7) on Maternity Leave, Kevin McPherson filling in until she comes back in January.
- Dana Aweida has returned to the classroom (Gr. 5/6), with Michael Atkinson covering Prep classes by teaching Physical Education.
- SSW's – Ms. Suzanne Soldan will return in October. Paula Rodriguez covering until then.
- School Day – our new online payment system. We are the first elementary school to be in this pilot with the secondary schools. So far it has been very successful.
- Direct Drive & PAC Lunches helped to buy 2 SMARTboards, 2 SMARTboard projectors, 3 document cameras and cabinets that wheel & lock have been ordered to house document cameras. One document camera will be located on each floor. Also provided additional resources for the Library.
- The partnership with students, families and the school staff continue to be very important. It is evident at Queen Mary the dedications and expertise that you as parents bring to our school. Rosemary and I have always been committed to these partnerships. Your involvement and participation leads to success for your own child as well as our student body.

Rose Thomas:

- Highlights:
 - Cross Country - Practices are on Tuesdays: 12:15 – 12:45, Wednesdays 8:00- 8:45 and Fridays – 9:10 – 9:50 during the Friday Fitness. There are three mini meets: Thurs. Oct 9 Camosun Park, Wednesday, October 15 Jericho West and City Finals October 21st Trout Lake 1:00 – 3:00

- Student Leadership opportunities – Ms. Charmaine Ho and Ms. Thomas are sponsoring the Leadership Team consists of grade 6/7 students. Some areas of Leadership: PA Announcers, Primary Teacher Helpers, Event and Advertiser Leaders, and Global and Community Fundraiser Event Organizers. The first event for some leaders will be to attend the Me To We Day on October 22nd.
- School Activity Programs/Performances – October – Hip Hop for Students, Monkey King,
- School Goals are:
 1. To improve student learning and acquisition of literacy skills with a focus on writing.
 2. To increase knowledge, acceptance, empathy, awareness and appreciation of Aboriginal histories, traditions, cultures and contributions among all students.

As a collective group, we continue to strive to mission our school: Our mission is to build a respectful community of lifelong learners. We work towards becoming caring, accomplished and cooperative citizens. We aim to provide an enriched environment in which children are encouraged to think, question, create and wonder.

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

- Lice Screening starts tomorrow – 60% participation so far. Should be complete in 2 days.
- Holiday Craft & Bake Sale scheduled for December 5th.
- We have a strong parent/teacher support team in this school community. We have many opportunities for parents to share their expertise and/or time.
- Raised \$34,000 in Direct Drive: \$11,000 to technology, \$2100 to library (literary circles), \$3500 sports equip.
- Put aside a budget for landscaping once seismic is complete (\$17000 so far), as there is no budget for any landscaping. Kathy O, 3 teachers & 3 parents on landscape committee.
- A few fundraising events per year: Direct Drive, Holiday Craft & Bake Sale,
- Our website is the best resource for school events and updates: www.queenmarypac.com.
- Planning a few Parent events through the year as well as speaker series – could be at other locations in conjunction with other schools to save money.
- Earthquake kits have been moved from last year's class to new classes. Only new students will receive a kit to be filled and brought back.

6. Treasurer's Report – Sasa Chambers

- Earned a little interest over summer.
- General account for fundraising, and a Gaming Account for funds from grants that have specific criteria to follow for use (non-curricular).
- Safe Arrival has its own phone line supported by PAC.

7. DPAC Report – Matthew Taylor

- No specific report right now.
- Meets with City-wide PAC a few times a year to discuss programs that have budgetary needs from the City level (ie. Strings).
- Brings school concerns to the District level for discussion.

8. Call for Nominations for vacant positions as at June 10, 2014:

- Three (3) parents meet with Principal 3 times per year beginning in January, to decide on School mission, etc. If interested, please contact Kathy Findlay.
 - **SPC Representative – Non-executive: OPEN**
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9. MOTION: to remove Adina Trowhill as signatory from the two PAC bank accounts at HSBC and add Sasa Chambers.

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

10. MOTION: that the PAC approve an amount of PIN money equal to \$100 per classroom, resource, librarian to be made available now out of “general funds” and that we also commit a percentage of the profit from the Holiday Bake & Craft sale to ensure that we are able to provide the teachers in total, with the same amount of PIN money that they received last year from the PAC.

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

11. New Business:

- No new business.

12. Adjourn

- **Moved to adjourn by:** Kathy F.
- Meeting adjourned 7:45pm.