



Queen Mary PAC Meeting Minutes – Annual General Meeting

Date: Tuesday, June 9th, 2015.

Attendees: Kathy O’Sullivan, Rosemary Thomas, Kathy Findlay, Mahala McCullagh, Rebecca Anderson, Lori Matick, Scott Trinder, Matthew Taylor, Judy Yeung, Sasa Chambers, Lihua Xiao, Evann Siebens.

Regrets: Lisa Meyer.

Meeting commenced: 7:05pm

1. Approval of Agenda

- **Moved by:** Kathy F.
- **Seconded by:** Sasa
- **Unanimous approval – Motion carried.**

2. Approval of May 12, 2015 Minutes

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

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

Kathy O’Sullivan:

- Thank you to all of PAC/parent volunteers on behalf of Staff.
- Saying good-bye to: Rosemary Thomas (VP), moving to VP @ Wolfe; Tanya; Laura Reitenbach (sub for Ms. Landau); Ms. Stokes retiring.
- No Vice-Principal next year due to lower enrolment (400 student minimum) – currently 371.
- Currently 3.5 supervision aides, should move up to 4.0 next year.
- Currently 6.5 Student Social Workers.
- Vandalism on other side of blue fence (construction areas), will have cameras going forward.
- Move date currently scheduled between Thanksgiving & early December. Movers would work over weekend, and Teachers given a day to unpack/settle in.
- School organization for next year:
 - 14 divisions: 3x6/7, 1x5/6, 1x all 5, 1x all 4, 2x3/4, 1x2/3, 1x all 2, 1x1/2, 1x all 1, 2xK. Could change if go down to 13 divisions.
 - 22 special needs, 20 ELL, 20 International, 2 Aboriginal.
 - Difficulty getting teachers to “let go” of their kids!!
 - Look at emotional/academic needs, social aspects/concerns, student learning “buddies”, balance of b/g, leaders, ELL component, behaviour challenges.
 - Appreciate parent support through the process. Changes can still happen over the summer, but most difficult in Sept.

- School Events:
 - Grade 7's to Byng
 - Welcome to Kindergarten
 - Track & Field going well, thanks to Michael Atkinson. Thanks to parents for their help.
 - Intermediate/Primary classes have visited other classes to see their projects.
 - New Calendar, School Fees, Bell Schedule (12:10-12:55pm; eating 12:10-12:25) to be sent out via School Day this week! Supervision must be outside when kids go out, so no supervision left in lunch rooms.
- HASTe – Charlotte prepared a map of challenges from surveys, with regard to traffic around Queen Mary and area. Gathering more information after “walk-about” that took place in May.

Rose Thomas:

- Looking forward to:
 - June 18th – Farewell (Grad) Assembly – whole school in AM, Teachers & student photos at lunch time. Grad in the afternoon, then a dance.
 - Farewell Assembly for whole school on June 24th.at 9am.
 - June 25th is Sports Day in Trimble Park – last day of school. Report cards go home same day. Kate Fielden & Ms. Lau organizing activities.
 - Teachers’ final day June 26th.

4. **Chair’s Report – Kathy Findlay/Mahala McCullagh**

- Hoping year-end assembly will recognize award winners from Track & Field, and for Michael Atkinson.
- PAC Meeting Schedule will go out last week of school.
- Pizza Night & first PAC Meeting on Sept. 15th.
- Direct Drive total of \$21,245, and a special \$10,000 for math/science. Most of the general funds will go to landscaping.
- Thank you to Jessica Tang and her team for running the Book Sale: \$1,137 raised, going toward Library.
- Had over 85 participants at Child Run – top fundraising Team with \$11,803!!! Great turnout by teachers too, inspiring kids!
- Sports Day coming – notice will go out after dance to get volunteers for snacks, concession.

5. **Treasurer’s Report – Sasa Chambers**

- General Account: Plant fundraiser brought in almost \$3600; \$33 dollar in/out regarding US fund cheque. Vancouver Lice Clinic – late additions.
- Hayley Burton presentation – shared cost at JQ.
- Saleema Noon – sexual education seminars for parents & students.
- Gaming: QM Safe Arrival phone line paid.
- Committed funds that were approved but not spent from last year are going to be removed from “committed” and reinstated for future use. These items are: \$750 approved for Intramural equipment (requesting teacher has left); \$120 committed for locked storage for PE not needed anymore.
- Legacy Art project: two more sessions, then the bill will come in for payment. Any balance left-over from “committed” will be wiped out. Currently \$548 left.

- Author visits: both authors have been paid. \$287.50 was left-over and being released from commitment.
- Gaming Grant needs to be spent within 3-year timeframe. We need to write a letter to Gaming Committee to reserve balance of funds for our Landscaping reserve. Sasa will write letter once our current year balance is ready.
- Made an additional \$650 from the “second” hot-lunch program on Tuesdays. PAC is making \$1/lunch. Possibly move Tuesday to Friday in the new school year.

6. **DPAC Report – Matthew Taylor**

- VSB has preliminary operating budget. Key item is Band/strings – reduce FTE by 3.0, user fee increased from \$2.50 to \$5 per month. Community gave reports to increase user fees, but VSB would not approve that route. Losing Grade 4 strings & Grade 5 Band – approx. 1400 students will miss out! Proposed \$20/month user fee, enough to provide bursary for those who could not afford (up to 30%), would have net \$320,000 to keep program going.
- DPAC Chair resigned this year. Leadership seems to be dwindling, making issues difficult to get passed/dealt with.

7. **Spring Dance –Lori Matick**

- Great response! Almost doubled ticket sales from last year. Almost 300+, plus teachers!
- Darryl Reimer’s CD is ready! Band will be great!
- Great Prizes!
- Firemen have been invited by special invitation! Some who attended our “emergency” last year were pleased/amused!
- Desperately need more volunteers on Thursday to help set-up! Decorating the Gym takes quite a while and would go much faster with extra hands!
- Turf coming for outside eating area!!
- Photo Booth coming again!
- Dancers to start at 6:30pm after the Lucky Draw.
- Food truck ready by 5:15pm.
- Lucky Draw for those who don’t “dress up”!

8. **Announcement of QM Scholarship Recipient – Mahala McCullagh**

- Grade 12 Scholarship recipient – Duva KarunaKaran. Very outgoing boy! Cannot make the Grad Assembly, but will come to General Farewell.
- Difficult decision between 2 outstanding applicants out of 13 received!

9. **Election of Executive Officers – Kathy Findlay**

Nominees:

- **Chair** – Kathy Findlay
- **Vice Chair** – Mahala McCullagh
- **Treasurer** – Sasa Chambers
- **Secretary** – Rebecca Anderson
- **DPAC Representative** – Matthew Taylor
- **Member at Large** – Judy Yeung
- **Member at Large** – Lori Matick
- **SPC Representative Executive** – Lisa Meyer

- **SPC Representative – Non-executive:** Scott Trinder
- **SPC Representative – Non-executive:** OPEN

- If anyone is interested in being a School Planning Committee Representative (non-Executive) position, please contact Kathy Findlay. They meet about 3-4 times per year.
- Would like to set up Landscape Committee & Website Committee for next year. Provides other avenues to be involved without being on Executive.

10. SPECIAL MOTION: To temporarily suspend Bylaws VIII-2 and VIII-5. This suspends the two-year term limits on executive positions until June 2016. To prevent positions being vacant next year this will allow certain execs to continue in their current positions past the 2-year term limit.

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

11. MOTION: To approve the PAC Executive positions elected by acclamation (uncontested).

- **Moved by:** Mahala
- **Seconded by:** Lori
- **Unanimous approval – Motion carried.**

12. Initial Landscaping Proposal:

- Landscaping plan presented as planned by Landscaping Committee. Architectural drawing showing priority items the Committee would like to present to VSB for approval.
- Primary playground to be put in outside the Kindergarten classes, along with painted activity areas & nets.
- Matthew to write up a letter to VSB to complain about their plan to use the “roadway” next to the Intermediate Playground for school deliveries. Not a safe plan to drive through play areas!
- Concrete amphitheatre suggested on North side of classroom (red) building.
- Northwest side of gravel field to have a concrete-bordered planted area. Taking old wooden beds & replace with one continuous concrete bed to incorporate current trees and other plants. Another continuous concrete bed on Northeast area of gravel field, broken by stairway to field. Curbing to be wide enough for sitting.
- Sloping area from Main entrance down towards W. 6th Avenue – proposing some painted lines for basketball courts. Suggested to include a chain-link fence to separate playing area from playground area.
- Bark mulch in playground area to be supplied by VSB.
- Garden/picnic area/amphitheatre area in the Southeast corner along fence, only area for PAC garden beds, separated by chain-link fence.
- Boulder-style amphitheater planned with flat boulders to the right of the SE playground.
- Cherry Trees (dwarf) donated to school will be re-planted in the back corner.
- Mahala & Kathy F. to drum up Corporate Sponsors & fundraising committees, and apply for grants.
- Budget for item costs, estimated for referral purposes only.
- Currently we have \$32,000 plus PAC segregated gaming funds (approx. \$9,000).

13. **MOTION: To approve the cost associated with the Sexual Education Presentations for Students & Parents. Student presentation (\$945) to come from Gaming Funds, Parent presentation (\$367. 50) out of General Account.**
- **Moved by:** Lori
 - **Seconded by:** Sasa
 - **Unanimous approval – Motion carried.**
14. **Other Business:**
- Hot Lunch – would like to increase to 3 days/week next year, when we have a proper lunch room. Big issue is food waste.
 - Looking to alternate PAC Meetings between Morning meetings & Evening meetings next year. Helps to gather some parents who cannot make evening meetings.
 - Thank you to Kathy Findlay & PAC Executive.
 - Thank you to Rose Thomas – we will miss you!!
15. **Adjourn**
- **Moved to adjourn by:** Kathy F.
 - Meeting adjourned 8:52pm.