



## Queen Mary PAC Meeting Minutes

**Date:** Tuesday, September 15<sup>th</sup>, 2015.

**Attendees:** Kathy O'Sullivan, Kathy Findlay, Mahala McCullagh, Rebecca Anderson, Sasa Chambers, Lori Matick, Lisa Meyer, Scott Trinder, Matthew Taylor, Judy Yeung, Sian Dowle, Christine Darvell, Janine Kobylka, Jelena Radic, Wendy Zhang, Jessica Tang, Suzanne Vercauteren, Brian Terada, Teresa Larocque, Jo Sears, Heather Loblaw, Barbara Weinbey, Kulit Sajjan, Heidi Harmer, Sonny & Venita Sahota, Vicky Aneliunas, Allisa Kim, Vicky, Shine, Yanjing Yang, Tracey Wood, Merle Miedzygorski, Jill Tracy, Evann Siebens, Ianne Sy, Eric Hennessey, Nick Wilkinson, Rob Eisses, Diane Smylie, Wendy Van der Woerden.

**Regrets:** None.

**Meeting commenced:** 7:06pm

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1. **Introduction of PAC Executive**
  2. **Approval of Agenda**
    - **Moved by:** Suzanne
    - **Seconded by:** Jo
  3. **Approval of June 9, 2015 Minutes**
    - **Moved by:** Judy
    - **Seconded by:** Mahala
  4. **Principal's Report – Kathy O'Sullivan**
    - Thanks to Teachers & staff in getting students into their new classes by the 2<sup>nd</sup> day of school! VSB usually gives a one-week turnaround.
    - Thanks to parents for returning completed forms quickly, and registering on School-Day for fee payment.
    - Dropped one class, down to 14 Divisions – 337 students registered. Still may see some stragglers come in during September (overflow from other schools, etc).
    - 79 students are new, including Kindergartens.
    - We have 16 International students, some of which were here last year.
    - Class placements were a careful combination of teacher, Resource Team and parent recommendations, student special needs and learning challenges, while staying within staffing ratios and Ministry requirements for class size and composition. Everyone seems happy with class make-up this year.
    - Our new night Engineer is Jimmie Le, still getting settled in.
    - New Supervision Aide: Michelle Smith

- Nancy Muise joins us from Charles Dickens Annex, as part of our Student Social Workers team.
- Seismic update: still planning on move into new red building in late November or early December. Staff will be given one weekend plus a day to move & unpack!
- Play areas will be the in the Intermediate playground & back area behind red brick building.
- Grey building will come down in December. Closing entrances to the school from W. 6<sup>th</sup> Avenue, and trucks entering through gravel field!
- School Goals: Literacy, Building Community, and Aboriginal Cultural Enhancement.
  - To improve student learning and acquisition of literacy skills with a focus on writing.
  - To build community by strengthening student engagement in the new school environment.
  - To increase knowledge, acceptance, empathy, awareness and appreciation of Aboriginal histories, traditions, cultures and contributions among all students.
- School Events:
  - Cross-country to begin soon – notice from Michael Atkinson will go home with schedule of practices. There are three mini-meets: Camosun Park, Jericho West, and City Finals at Trout Lake 1-3pm.
  - Student Leadership Team sponsored by Charmaine Ho for Grade 6/7's. Areas of Leadership: PA Announcers, Primary Teacher Helpers, Event and Advertiser Leaders, and Global and Community Fundraiser Event Organizers. First event for some leaders will be to attend the **Me To We Day** on October 21<sup>st</sup>.
  - School Activity & Performance fees going toward:
    - Anastasia Hendry - Aboriginal Artwork (Button Blankets) by K-7.
    - Two Author visits, including one Graphic Novelist coming in the Spring to work with all students on writing.
  - Hot Lunch Programs: New York Foods starts tomorrow, and C'est Mon Cafe being run out of Multi-purpose room.
- Many opportunities for volunteers – Safe Arrival, Reading, Library, etc. Parent volunteers make our school run smoothly!
- School 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

- Please register to our PAC Website for all PAC & School news! ([queenmarypac.com](http://queenmarypac.com))
- Arts Umbrella – Grades 1-6
- Young Rembrandts – Grades 4-7
- Lice Screening – 3 screenings through the year, at \$10/year per student.
- Anaphalaxys Statement – please be aware that we are a Peanut & Nut aware school.
- New BC Curriculum – link on website for more information on details.
- Urge more parents to get involved to learn PAC Executive positions for future years.
- Could use one more volunteer for Safe Arrival – parent run to ensure all kids are accounted for! Knowing Grade 6/7's walk on their own need to make efforts to check in! Good way to ensure safety!
- Earthquake Kits – need parent volunteers to assist with transfer from last year to new classes, and new student kits.

**6. Treasurer's Report – Sasa Chambers**

- Three-month report presented, with highlights of money raised & spent through the year.
- Two bank accounts – General for all fundraising, and unrestricted in use; Gaming Account for grants from province based on student numbers and restricted in use.
- A letter going to Ministry to reserve some of our Gaming Funding for playground after Seismic upgrade. Gaming funding is required to be spent within three (3) years, normally, requires a special request to save over longer period of time.
- Highlights of financially activity: Pizza Night, Holiday Sale, Book Sale.

**7. DPAC Report – Matthew Taylor**

- DPAC Rep attends District PAC and reports back to our PAC.
- More information comes through in Winter when discussing Budgeting items (Strings, school closures, etc).
- If you have any concerns that you would like reported to DPAC, please contact Matthew.

**8. MOTION: to approve a \$250.00 expenditure from our gaming funds account for the Grade 7 Grad in June 2015.**

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

**9. PIN money has historically been provided to classroom and resource teachers during the year so that they can purchase consumables for their classrooms. We typically provide a portion at the beginning of the year and then the balance in January provided our holiday season fundraising goes well. Receipts are submitted to the principal for reimbursement from the PIN fund.**

**MOTION: to approve \$100.00 of PIN money for each of the 20 classroom/resource groups from our general funds.**

- **Moved by:** Heidi
- **Seconded by:** Suzanne
- **Unanimous approval – Motion carried.**

**10. iGirl and iGuy programs will be offered to all grade 4-7 students over three days in October. There will be 30 children in each group. Boys and girls will be done separately. It is a two-part program and each part will take 2 hours. Details can be found on our website. Parent presentation October 20<sup>th</sup>. Jules Quesnel invited to participate and help with cost.**

**MOTION: to approve 50% of the cost of the iGirl and iGuy program and the cost of the iGirl and iGuy parent presentation, \$2,000.**

- **Moved by:** Vicky
- **Seconded by:** Lisa
- **Unanimous approval – Motion carried.**

## 11. Seismic Update – Chris Atkinson, VSB.

- Just about at the stage of finishing up internal issues of red brick building.
- A few glitches (roof, etc) for phase II.
- Phase III somewhat delayed start (due to Phase II move-in), but should go faster.
- Money for replacing windows in red brick building = \$100,000 coming from VSB.
- Some other items (millwork) were not added, due to budget cuts. Although “anything is possible”!!
- All students will move into classrooms in November/December. Portable City will become Resource rooms & Lunch rooms. Portable City stays on-site until another school needs them for their seismic upgrade.
- Phase II includes a new Multipurpose Room and Gym and is planned to be complete by September 2016.

## 12. New Landscaping Fundraising Projects – Kathy Findlay

- Hoping to get some of our landscaping done while final phase is happening, as we can get some items done cheaper while Heatherbrae is on-site.
- Looking for volunteers to join our Fundraising committee headed by Evann Siebens.
- A draft of our Landscaping Fundraiser Plan is available to show for potential “corporate sponsors” for the bigger priced items. Any feedback you can provide is helpful before we make “sponsor kits”.
- Help in research for grants, sponsors, etc. is welcome from parents.

## 13. Adjourn

- **Moved to adjourn by:**
- Meeting adjourned 8:05pm.