



Queen Mary PAC Meeting Minutes

Date: Tuesday, November 12th, 2019.

Attendees: Megan Davies, Janine Kobylka, Tracey Wood, Sian Dowle, Christine Darvell, Bree Stanlake, Judy Yeung, Maria Koebsch, Nazy Alborz, Merle Miedzygorski, Scott Trinder, Dan Bartok, Berna Akpinar, Eva Oberle

Regrets: Sasa Chambers, Lisa Meyer

Meeting commenced: 7:03pm

1. Approval of Agenda

- **Moved by:** Bree Stanlake
- **Seconded by:** Christine Darvell
- **Unanimous approval – Motion carried.**

2. Approval of October 8, 2019 Minutes

- **Moved by:** Judy Yeung
- **Seconded by:** Tracey Wood
- **Unanimous approval – Motion carried.**

3. Calhoun's Catering Presentation – Hot Lunch Program

- Olivia from Calhouns presented to the PAC, and provided samples of some of their dishes.
- Food is delivered to schools by drivers. Food comes in insulated boxes, one per division, with student's individual labeled containers inside. Boxes are collected by drivers after lunch.
- Boxes will need to be delivered to classes by volunteers/students
- Parents order online via 'Munch-a-Lunch'. If we go with them as exclusive providers, they will cover the yearly sign up fee of \$350. But no contract is required.
- Recommend program 2-3 days a week. Online orders must be received 2/3 days ahead of time
- Average cost is \$6.50 for a main meal, with add-ons extra. PAC can add \$1 per order if they wish to fundraise.
- Menu is set each day with lots of choices. Changes are made as needed, but for the most part options are consistent.
- Containers are compostable, lids are recyclable. Students must provide their own utensils.
- They do not provide drinks, but can look at offering milk if we wanted.
- Their kitchen is 'nut wise', but cannot claim to be nut free. Those with allergies are advised not to order.
- Will need 2/3 week set up time before deliveries can start.
- They currently serve 15 schools; mainly on the westside of Vancouver.

4. Principal's Report – Megan Davies

- **FSA's**
 - FSA's have been completed by Gr. 4 & 7 students – 21/39 Grade 4s & 25/58 Grade 7s wrote the FSA's (of the students who did not write the FSA's, 98% were because of parent choice)
 - FSA's have been sent to the VSB for marking. Will be returned within the next 2-3 weeks
- **Drop Off and Pick Up**
 - Continues to be a challenge
 - Have contacted VPD School Liaison Officer for support
- **Booksale, Terry Fox, Veteran's Fund**
 - Thank you for your ongoing support – of QM and also in supporting our community.
 - Terry Fox collected just under \$10 000 (with significant support from 1 family who matches our school's collection)
- **Communicating Student Learning**
 - QM staff will continue to send home a written report in January and June
 - Some schools in the VSB are piloting a digital report in January and June (it is similar in content to the report we are using – strength-based language, focusing on areas of strength, areas of growth and ways to support learning at home and at school)
 - VSB is currently working with schools interested in using online digital portfolios (specifically through MyBlueprint.ca)
 - QM has a team of teachers who are interested in piloting this platform at our school and then training other QM teachers who would like to use digital portfolios with their classes
- **Sports**
 - Volleyball is in full swing – students attended their first games last week
 - Thank you, coaches – Allan Klassen, Sabrina Kuah, Ping Ho and Erin Schneider
- **Upcoming dates:**
 - Nov. 15 – fire drill
 - Nov. 21 – ice cream day
 - Nov. 27 – immunization clinic
 - Nov. 28 – 2pm dismissal for conferences
 - Dec. 12 – lock down drill
 - Dec. 13 – holiday craft and bake sale
 - Dec. 19 & 20 – holiday sing-a-longs
 - Dec. 21 – Jan 5 – winter break

5. Chair's Report – Janine Kobyłka/Tracey Wood

- **Book Sale**
 - Thank you to all families who donated books and volunteered at the sale
 - Huge thank you to Judy Yeung for organizing this year's sale – we made close to \$1700 for QM's library
 - 6 boxes of leftover books (vetted by librarian) donated to Queen Alex - twice as many as last year
 - Need to find new coordinator for next year

- **Lice Screening**
 - 1st screening took place on October 21 – 191 out of 320 kids were screened; 2 divisions affected
 - Looking at ways to increase participation and thus effectiveness of program – possibly allowing payment online, or an opt-out rather than opt-in system
- **Bethany Michel**
 - Returning in January or February for Part 2 of her presentation on Childhood Anxiety / Resilience
 - Waiting on date confirmation – will be a Thursday evening
 - We finally have a class parent for each division. Many thanks for volunteering to take on this role!
- **Holiday Fundraising**
 - Wreath and Purdy's order forms went home. Wreath forms due back to office November 20th; Purdy's is online only – order deadline is November 27th.
 - Holiday Craft and Bake Sale is Friday, Dec. 13th - info/volunteer sign-up forms going home this week.
 - Each class parent will organize a basket/raffle prize for their division. Need additional raffle prizes donated as well.
 - Class parents should contact their teachers to ask if teachers want to do their own crafts for the sale or have the class parent organize. Teachers can be reimbursed up to \$40 (with receipts) for craft materials.
 - Need lots of volunteers for set-up, sale and baking (esp. cakes) to make it a success.
- **Sister School**
 - Our sister school is in need of 30 hampers this year. Lara sent out an email.
 - PAC bank balances are in good shape. Rather than doing a pajama drive, PAC is proposing to donate money to our sister school's Fill the Gaps program so they can buy appropriately sized pajamas for their holiday hampers.

6. **Motion:** to approve a \$750 donation front the General Funds account to Queen Alexandra's Fill the Gaps Program for pyjamas for their holiday hampers

- **Moved by:** Dan Bartok
- **Seconded by:** Judy Yeung
- **Unanimous approval – Motion carried.**

7. **Treasurer's Report – Bree Stanlake**

- Nothing of note from this month's statements
- Combined balanced from both accounts is healthy at \$15,976.63
- Executive are looking at ideas for programs/events on which we can spend our gaming funds.

8. **DPAC Report – Maria Koebsch**

- All school closure reviews have been stopped; QEA has been saved
- Next DPAC meeting will focus on sustainability initiatives

- December 12th there is a parent presentation at Sir Charles Tupper Secondary by Supporting and Connecting Youth (SACY); Practical information to keep youth safe and knowledgeable, facts and myths on substances and teen development and strategies that counsellors use to help teens make healthy decisions

9. Other Business

- No other business

10. Adjourn

- Meeting adjourned at 7:59pm