

McBride Annex PAC Meeting Minutes
Parent Advisory Council
September 20, 2017
6:00 pm in the library

Attendees: Lindsay Thompson, Rebeka Knight, Hilary Thomson, Miles Steininger, Lora Ellis, Amy Mullis, Melissa Leifer, Kim Kiloh, Vanessa Goluboff, Jessica Robinet, Meghan Lea, Mike Kilgallin, Tara Sweetapple, Lilli Wong, Emily Milford, Daniel Levangie, Stephanie Nesbitt, Caroline Day

1. Call to Order and Introductions

2. Standing Items

- Adoption of the Agenda - motioned by Hillary, seconded by Jessica
- Adoption of the Minutes from May meeting - motioned by Caroline, seconded by Emily.

3. Roundtable Reports

Vice Principal's Report

Volunteer Orientation

There are many opportunities to volunteer at the school. Parents and caregivers who wish to volunteer must sign a volunteer orientation form. Lindsay will not be hosting volunteer orientation sessions. Instead, all the information will be included in the volunteer form package. There is no need for you to sign the volunteer orientation form if you have done so in previous years.

CASL Forms

The CASL forms are required by the VSB. Please sign and return.

PAC funds for Classroom

Historically, the PAC has provided funds to each class to buy supplies and other items of need. Last year each class received \$300. It was determined this was a reasonable amount again this year. PAC votes to provide \$300 for each classroom. Motioned by Emily, seconded by Lilli.

Wish List for Teachers

Lindsay shared a list of wish list items and experiences teachers are hoping PAC can fund this year. These are in addition to the funds mentioned above. Lists included funding Renee Norman again this year, field trip funds, math manipulatives, home

reading books (for both Div. 1 and Div. 2), outdoor science supplies, including a wagon, fidget tools, and a set of iPad minis. The PAC has asked Lindsay to work with the teachers to determine prices. This information will be presented at the October PAC meeting.

Field Trips

Lindsay asked if the PAC funded field trips. It was confirmed, yes and some historical information was shared about past year field trips. Lindsay then asked about each division having a field trip fund. She will re-connect with the teachers to learn more about their field trip plans. The PAC will work with Lindsay to determine how best PAC can work with teachers regarding funding.

Stronger relationship with the main school

- There was a brief discussion about the relationship between the Annex and the main school and how better to improve the relationship and share resources. Lindsay will work on this.
- There was a discussion to ensure Annex PAC meetings do not take place on the same day as the main school's PAC meetings. The PAC Executive will do what it can to ensure this.

Information and Communication

Lindsay confirmed that the PAC can have and use its own website. Lindsay is responsible for updating the Annex VSB site. Lilli will update the Annex PAC site. Lindsay will work with the PAC to ensure information is shared and posted to each. Direct links are included below.

McBride Annex PAC website - <https://mcbrideannex.wordpress.com/>

McBride Annex VSB site - <http://go.vsb.bc.ca/schools/mcbride-annx/Pages/default.aspx>

Reminder! Terry Fox Run

Reminder that the Terry Fox Run will take place Thursday, September 28th. Volunteers are needed.

Reminder! Meet the Teacher Night

Reminder that the Meet the Teacher Night takes place this Wednesday, September 27th.

Budget

- The 2017/2018 budget was reviewed by PAC (please see attachment).

- Gaming Grant. The application for has already been submitted. Traditionally the \$1200-1500 has gone towards busses for school field trips.
- The October PAC meeting will focus on our budget. The remainder will be voted on at that time.

Hot Lunch

- Vender options were discussed. C'est Mon Café has been very easy to work with however the food has received mixed reviews and there is a price increase this year. Other options discussed included SPUD, Foodie Kids and the vendor used by the main school. MunchaLunch, an online ordering system, was also discussed (<https://munchalunch.com/>). This is the system used by the main school. The PAC will trial this system for October. PAC votes to spend \$300 to sign-up for MunchaLunch and use it this year, should the trial go well. Motioned by Lora, seconded by Kim.
- Lunch days were discussed. It was decided to offer two lunch days a week and ensure the hot lunch days align with the main school hot lunch days.
- Volunteers are needed for hot lunch days. Responsibilities include ensuring each child gets the lunch they ordered and helping to hand the lunches out.

4. PAC Executive

Nominations and voting for the 2017/2018 McBride Annex PAC Executive took place. Your new PAC Executive is as follows:

Co-Chairs – Caroline Day & Miles Steininger

Treasurer – Lora Ellis & Jessica Robinet

Secretary – Amy Mullis

Hot Lunch Coordinator – Emily Milford & Meghan Lea

Fundraising Coordinators – Chloe Deane & Matt Deane

Spring Fair Coordinators – Tara Laker, Tara Sweetapple, Melissa Leifer & Amy Mullis

5. Other Business

How to spend the PAC budget?

There was a discussion about how to spend PAC funds this year. Suggestions included Renee Norman (drama specialist), author visits, Saleema Noon (sexual health educator), dance, Project Chef.

Lindsay will speak with the teachers and follow up with Renee Norman, Project Chef and Saleema Noon, specifically. Dance options will also be looked at.

Volunteers Needed

- Volunteers are needed for the Terry Fox Run. Please see the newsletter that was sent home last Tuesday.
- The PAC is looking for volunteers to help out during hot lunch days. Responsibilities include ensuring each child gets the lunch they ordered and helping to hand the lunches out. The goal is to set a schedule for the year. Even just one day helps out. Please send an email to mcbrideannexpac@gmail.com if you are interested.
- Volunteers are needed in a variety of capacities. Please check with your child's teacher, Lindsay or the PAC.

School Dance

It was determined the annual school dance will take place Thursday, November 30th. Traditionally it is a fundraiser for the Vancouver Food Bank. More information will be sent to families in October.

Adjournment: 7:30 pm. Adjournment motioned by Caroline, seconded by Emily

Next Meeting: Tuesday, October 10, 2017.