

École Margaret Jenkins School

Minutes for Parent Advisory Council Meeting Thursday May 25, 2023 (7pm, Zoom/In-person)

Present: Heather M, Heather S, James H, Megan H, Claire H, Leia V, Tonya W, Britta B, Maggie B, Rosie B, Andy M, Sasha, Sarah T, Ashley F

Regrets: Betty, Tariq

Welcome, territorial acknowledgement and introductions.

Approval of the minutes from the April meeting and agenda additions. Approved
Agenda Approved.

Tonya Winton (VP) Updates

Big thank you for the G5 Bottle Drive - it was fun. Waiting to hear final total for Camp Thunderbird. Goal to get letter out to families hopefully early next week with total + 1500 from PAC for camp. Also, hoping for 2 leadership groups to run fun game tables at the spring fair.

Lunch monitors - G4s have started to shadow in preparation.

Grade 5 legacy project - wood rounds this year - project is taking longer than expected because not enough wood burners. Probably won't be ready to go into ground until mid-June.

End of year celebration for G5 - Wed June 28. Rough plan is in place. Can't have strings this year, but have some other ideas. Tonya asked for feedback on location. Seems that gym is the preferred place because of slide show. Last year it was all outside, which was lovely. Heather M suggested reusing congratulations banner from last year and a photo booth. Britta knows some parents who want to help. Some feedback from last year - do slides in gym and then photos, cake and music in courtyard afterwards. HM - idea of a younger photo of a grad and then kids pick out who was who as an activity. Betty was involved in that.

James Hansen (P) Updates

Confirming that Claire would be there for the Welcome to Kindergarten. JH plans to speak for 4-5 minutes and then hand over to PAC and PAC will speak briefly and have something in K package.

JH will send out important school dates for next year in May 26th email.

JH code of conduct (CofC, 2012) - looking at possible feedback from PAC since CofC is quite dated. CofC is also on the website - Margaret Jenkins. Looking for initial feedback on tone (should be warm) and content (should be a living document). **Feedback from this meeting:** change "sex" to "sexuality" in line with BC Human Rights Code, add wording "caring, safe **and welcoming** environment", under "acts of" replace "racism" with "discrimination". Also, HM suggested JH get feedback from Kerry Cavers (Moms Against Racism). Also, suggestion of a child-friendly version of Code of Conduct (Willows has one on their website - graphic novel style). Also, there is more emphasis on unacceptable behaviour than acceptable and suggestion that this should be flipped to be more positive.

JH plans to bring CofC to PAC possible to request parent feedback early next school year.

EMJS Goal Summary - Draft presented by JH: Three Goals - Inclusive school, educators work together in their learning, learn and care for the environment we live in. ACTION: JH is ready to share this overall

summary in weekly What's Up, but the more detailed elements are still being drafted by staff. Goals align with PAC work. Promising for promoting HS outdoor classroom project with parents because it is aligned with school goal and will be helpful for writing grants.

Busy June ahead with many field trips.

Teacher Updates (Ashley F)

Thank you to the PAC for everything parents support. The staff appreciate all the extra activities, including chess and ultimate. Big thank you to Heather Macdonald for all her work!

Hot lunch

1. Last lunch is June 7
2. Lunch team will explore options for menu changes next year and will be touch in fall about that. Hopefully first lunch should be in October
3. Still looking for someone to take over the hot lunch website

Outdoor classroom project: Heather S

1. Slide show on project plan and time line. Project has garnered substantial support from local businesses in terms of expertise and is moving forward in partnership with school administration, district, facilities and local consultations. Good to have 3rd party representation of PAC if possible when working with district and facilities. Very important to have a year-round, long-term stewardship plan- who will keep it going and what about food production in summer? Tonya W - also suggested bringing Elder in and Heather talked about grants for art.
2. HS had a meeting with Lindsey, PAC Chair at Northridge Elementary, a school that recently did a playground upgrade, so HS got a lot of info from her
3. HS is meeting with JH and AF staff next week to figure out some details
4. For Spring Fair, there will be sketches and make a poster board for PAC to display at spring fair

Spring Fair

1. Posters going out Friday May 26th
2. Newsletter with poster Sunday May 28
3. Need volunteers to make it happen - a lot needed. Suggestion that families that don't volunteer could donate \$10 instead of volunteering. Might try it out. If no one signs up, then we'll have to go to community groups.
4. Need 2 volunteers for each bouncy castle to make sure all bouncy castles are monitored.
5. Staff have free admission for them and their families.
6. Any family who cannot pay, can confidentially go to JH.
7. Leia's husband at A&W is donating food. Peter will manage food preparation management to make sure food safe certification. Need about one hour before event start, so they'll start setting up at 4pm.
8. Discussion of presale on food - most people ordered ahead of time for last event like this, but the line-up was still really long, so there was still a lot of waiting for food.
9. Might try to separate hot food from all other food

School supply ordering with Monk

1. Going ahead same as usual - 10% goes back to PAC plus \$5 donation optional for parents to give to PAC
2. Offer to add whatever supplies JH needs for families appreciating assistance (order deadline is usually middle of July)

Walk-a-thon

1. Some prizes were distributed May 26th
2. Waiting on t-shirts and hoodies and sizing
3. Difference between SD61 PAC account \$5000 and in tracking sheets \$3500 - so that difference needs to be accounted for. There is more money that what is accounted for on the pledge sheets.
4. Pizza party - division 7 and 18 - hoping for next Friday for those parties
5. No total yet because of the SD61 account and apparel order, but looking at a total of ~\$30 000

funds raised.

6. Request for feedback from JH and staff: they were very positive. Minor details: MB - freeze hand out wasn't super smooth - idea of prepared bag going to class room, DJ was fantastic, bubbles and stamps. Wonders if it is so simple, that what makes it so fun for kids and because they've worked for it. Strong positive feedback on information sheet. Lucked out with weather in May, but kids might not have minded. Good in may because helpful for t-shirt Budget update:

PAC Financials

1. Sam has met with former EMJS treasurer Carolyn and was briefed on all spreadsheets
2. HM has chatted to Jess about getting cheques and reimbursements from staff by June 16th, so checks can be written before end of year.
3. Considerable amount left in classroom allotments - less than half has been spent of \$4000. JH and AF will discuss with teachers how better to help them use this funding - what would make it more useful for future?
4. More than 50% of field trip funds have been used
5. Cheques still need to come in for Ultimate, chess and so on. Most funds are spent in final part of school year.

Meeting adjourned at: 8:23pm

Next meeting: Fall 2023 - Zoom or in-person (to be decided at PAC Exec meeting)