

# École Margaret Jenkins School

Parent Advisory Council Meeting

**Thursday Nov 29, 2018**

**7pm, School Library**

**Meeting commenced at 7:03 pm**

**In attendance: Anne Tomy (Chair), Heather Macdonald (member at large), Jessica McDiarmid (secretary), Carolyn Wick (member at large), Ashley Frketich (Teacher rep), Janet Langston (VP), Brett Johnson (Principal) and 8 other parents**

1. Welcome and introductions (Anne, 5 min)
2. Visual Arts Committee Make Sale update (Victoria, 10 min)
  - Dec 7 3-5pm Make sale in the gym
  - Funds artist in residence workshops, and legacy projects
  - Donations accepted until Dec 6th after school
  - Set up help and craft tables, door, and food sales help is needed
  - Bath salts, ornaments, art hive space
  - PAC is doing pizza
  - Bake sale by donation, space for sign up. Bring baking to the gym
  - Signup genius for volunteers on Friday
  - Artist workshops in classrooms coming 4 starting in Jan. May need more parent hands on the workshop dates. Mixed media, ceramic cups, puppeteer, needle felting
  - Art starts grant has been applied for
3. Grade 5 Celebrations Committee (Kirsten, 5 min)
  - Hoodies are for sale online
  - Games night hosted by Board Game Cafe Jan 24 in gym for grade 5's and fam's to fundraise for end of year reception. Will be a bake sale at the end of the year.
  - Try on session at Make Sale
4. Neighbourhood holiday cards (Anne, 5 min)
  - Holiday cards signed by Admin and Pac exec usually hand delivered
  - No parents have stepped up to do this yet, classes may take on. Brett and Janet to get back to Anne

- Plan B: use last years card, students can make
- Ashley: teachers would likely take on

#### 5. Winter hampers (Carolyn, 5 min)

- Local families supported with specific requests. Donation in Hot lunches are at first used for families that need funds for hotlunch food. Excess is being used for hampers via the Stan Hagen society
- By Dec 7th will know how many families we can support
- Should be able to support at least 4 maybe more. Sign-up to shop for and assemble hampers is full.
- Brett: Kids are not very involved in the current design, how can kids be more involved. This month theme is generosity, ties into Angels for Africa
- Classes may gather coins to symbolically donate to the hampers, teachers may choose to
- Janet: Dec 14 end date

#### 6. Healthy Hot Lunch ideas (Lori, 5 min)

- Lori sends regrets
- Heather via note- Lori Petryk, RD, a school parent is interested in reviewing hot lunch menu as it does not meet BC Healthy Schools guidelines. Will review to ensure it meets guidelines. She will report with suggestions for improvement.
- Micheala: Hot House has provided a menu of updated items that meet the guidelines.
- Brett: Spoke with Lori yesterday, trying to find a balance. Any changes will be for next year.

#### 7. Budget update & surplus spending items from '17/'18 (Michaela & Anne, 10 min)

- Anne: Two copies of the budget, Spring AGM and an updated version.
- Budget has changed as Hot lunch revenue has decreased from one a week to once a month, and other costs that are not moving forward.
- Gaming grant was higher due to more students
- Lunch program will be  $\frac{1}{2}$  of past revenue, changes reflect this
- Took out yearbooks, as it is too hard to get permission, emergency supplies also taken out as school is taking over.
- VCPAC grant for parent education will be for \$750 (to be corrected, grant monies cannot be reallocated to another purpose)
- Class allotments - projects and field trips/enrichments was \$10,000 for this year. New budget reflects 60/40 over next two years.
- Science venture was not previously funded, will be funded
- Some items funded by the surplus will not be going ahead:
- Missing now is aboriginal awareness, which is now curricular, has to happen if PAC funds it or not. Misc funds could pay for speakers.
- Field trips and enrichments are currently allotted per class could be adjusted

- to be a whole school events. Was \$3000 in Ab Ed, is \$2000 currently in misc projects. If that is not enough we need to find \$1000 from somewhere else.
- If we have specific requests then we can set the funds aside.
  - Could be a diversity line item for next year.
  - Brett: Most of the aboriginal funds last year were used for drums. Are being used in music and during events.
  - Core items are items that will not go ahead without PAC funds.
  - IRide renamed to Active Travel for bike to work week. All these funds came from the bike club, which can no longer run due to field, space constraints.
  - Dance/Yoga
    - i. Brett - were issues with it last year, will discuss with staff to see if it will go ahead this year. Janet to check with staff and communicate with Anne.
  - Staff appreciation - had no funds, now has \$1000
  - Removed one community projects line
  - Added contingency (\$4000) to be fixed to reflect carry forward for 2019/2020 class allotments
  - Special project fundraising - a soundsystem
  - Not yet spent from surplus 2018 - visioning project, sound system, purchase and install of new bench, recycling bins, grade 5 trip, skate/scootrack, stencils and paint.
  - Stencils vetoed, recycling bins vetoed, grade 5 trip funds for last year not spent, waiting for quote re bench and scooter rack.

#### 8. Teachers' Update (Ashley Frketich, 5 min)

- Staff enjoyed hearing update from the meeting
- Items hoping to be added: A number of classes don't have chess sets. Will let us know numbers. Gardens will be used by primary grades, especially self watering.
- Anne: most anyone has submitted is for \$210 so far, cap will be closer to \$260, teachers will now have 60% of that first number. Jess will need to communicate.
- Heather: can get 2 more self watering containers. Will need to remove the old planters.
- Ashley: Growing Young Farmers will get 2-3 more sessions. 4 times per year for all primary classes. Onsite garden is inhibited by fencing issue.
- Brett: Grounds is working on a quote for fencing, and planting around the parking lot and fencing around the parking lot.
- Janet: Garden will have to build into a large project for it to be sustained with momentum. May be a farm type garden, or a native species garden.

#### 9. Update from school Administration (Brett, 15 min)

- Gym tech upgrade: Projector on ceiling: \$6500 including installed bright enough to use with lights on, screen (we have). Bulbs in projectors used to

be very expensive, not an issue with this model. Sound system \$4000 including amp, mixer, wireless mikes, speaker, installed in wall with doors that lock.

- Carolyn - Sound deadening wall hangings via the VAC? Legacy project? Art Starts grant
- Anne - could reallocate and purchase in two parts: Sound System, then Projector
- Brett: priority is the \$4000 sound system, projector allows more ability for presenters and movies etc.
- New building is open, Div 7 and music program are moved in. Out of school care (OOSC) is using their part.
- Divider is being installed in the gym to that sports can happen at same time as after school care. OOSC will be out of the annex and kindergarten room eventually. We have 125 kids in OOSC. There are kinks but it is an important program in this community
- Book fair: \$2500 for the library
- Janet: Remembrance Day: Assembly No Stone Left Alone group. Painted poppies on Ross Bay rocks and laid rocks on the monument in Ross Bay Cemetery. Next year all intermediate students may participate. Grades 3-5. Next year police will be shutting down the road so we can all travel there together.
- A veteran and former EMJS student came to speak to the school during the school ceremony.
- Brett: assembly was led by kids, choir did a great job.
- Janet: Staples grant was \$20,000 in KIND from Staples. Tech committee ordered 24 ipads, with outdoor protective cases, 10 chromebooks, and 3 GoPro Cameras. Have been ordered, not received yet.
- Choir: singing on Dec 7 1:30- 1 at City Hall.
- Communications: New service taking place of PAC call back for absent students. If student is away parent gets automatic phone call at the push of a button. Cost is \$1600, not sure if it is a multi year product.
- Winter concert: students working hard, tickets sent home.
- Vision: Jan 28th \$3000 approx for the facilitator, culminating follow up for last year. Process has been powerful and has been a valuable experience for the staff.
- Ashley: has switched the communication dynamics, progress has been impressive, unanimously voted to pursue this ProD. All staff, full day session.

#### 10. New business and open Q & A

- Reschedule for strings not happened yet.
- Traffic issues continue at the front of the school and surrounding crosswalks.
- Shari: Staff appreciation needs another volunteer, doesn't take much time. Looking for someone to assist and eventually take over staff appreciation.
  - i. Matt (parent) volunteered to take a look at this role
- Anne: Will move recycling funds into the soundsystem funds so the \$4000 is

available, can go ahead with Brett to order audio package.

Meeting ended at 9:10 pm

**Next Meeting: Jan 24, 2019 7pm**

Followed by Feb 28, Apr 25, May 30 (AGM)

**Need to contact the PAC Exec? Email [Chair@emjspac.ca](mailto:Chair@emjspac.ca) or [Exec@emjspac.ca](mailto:Exec@emjspac.ca)**

**EMJS PAC Website, Online Orders and Class Contact Lists: <https://emjs.hotlunches.net>**

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