



MINUTES

Davie Jones Elementary PAC Meeting

Monday January 21st, 2019 @ 6:30 pm

Board Members

Jackie Kostyniuk, President | Kristy Williams-Managh, Vice President | Nikohl Madge, Treasurer | Tara Byrne, Secretary |

Committee Members

Ellen Flores, Social Media | TJ Magnusson, Hot Lunch | Andrea Hunter, Treat Day | Lauree Hupee, Fruit & Veggie Program | Amber Lockwood, Class Parent Coordinator

1. Welcome and Introduction

In attendance were: Jackie K, Kristy W, Andrea H, Karen C, Shawndra Forrest, Melanie C, Principal Ms Davis, Teachers Ms Penner and Ms Campbell. Tara was not present at the meeting, so minutes were taken by Jackie.

2. Approval of Agenda and Previous Minutes

Agenda was modified to include a presentation and request from Teachers just before Reports. Agenda as and Minutes of November 16, 2018 were moved by Karen, seconded by Kristy and therefore approved.

3. Question Period (10 min. max) ~ questions not related to agenda items

Garden Area - Shawndra gave a report about the internal garden. After discussion it was considered that the garden area is not sustainable to do various reasons and that the area should have all plants removed and reconsider the purpose of space for mud beds and sand boxes rather than plants. Therefore, the following was agreed;

- Going forward Shawndra will need to advise Principal if the front grasses require trimming so that the Principal can put in a work order to maintenance.
- Michelle will ask maintenance for a quote on clearing out all plants from the garden area and let PAC know the cost before proceeding.

4. Presentation - Nature Playground

Ms Campbell and Ms Penner - along with Ms Nelson (absent) would like to replace the playground by the rear parking lot with a Nature Playground. The current playground is very old, and does not accommodate disabilities. Ms Nelson has been trying to contact Habitat to obtain more information on a playground they like, to no avail. The teachers would now like to pass this over to PAC for us to research, determining costs and fundraising requirements. Various discussions ensued about what sort of things to consider for a replacement playground, all of which will be explored and brought back to a PAC Meeting specific to playground on Tuesday March 12th 6pm.

5. Reports

A. President

- DPAC Representative Report - There was no meeting in December, and I was unable to attend the January meeting.
- Movie Night in November we were allowed to trial popcorn. Volunteers assisted after the movie to do our usual clean up, and I'm happy to report we received no complaints, so will be able to do popcorn again at future movie nights.
- PAC contributed this year to decorations and new tree for the front lobby. The old tree was put in the library along with other new decorations which Ms. Cushing was very happy with.
- PAC concession was fabulously coordinated by Kristy with the assistance of many members, especially Katrina and Cheryl, thank you to everyone for your help. It was great fun learning how to use the popcorn maker. I will ensure to type up how to use the machine as it seems that members with prior knowledge have either already left the school or are going to be soon.
- Andrea will not be at the school next year so won't be able to run Treat Days. If you are interested in taking on this role, please contact PAC.
- I am announcing tonight that I won't be running for PAC President for next year. The AGM is in May, and this year we will be having a nomination committee put together beforehand, so if you would like to put your name forward for nomination please contact PAC.

B. Treasurer

Nikohl provided the following figures:

Bank balances as at November 30th 2018 are as follows:

General Account = \$15,334.80 Gaming Account = \$8,968.02

Bank balances as at December 31st 2018 are as follows:

General Account = \$11,195.05 Gaming Account = \$8,966.52

We made approximately \$199.22 from the concession, this number will be adjusted when we figure out how much was donated to the school for literacy week (hot chocolate & cups).

Treasurer rules were discussed and will be typed up for the next PAC meeting, items such as deposits, reimbursements, and hot lunch order cheques were discussed. These items will be dealt with on or around specific days of the month. If people have items that they need to be reimbursed for then they will need to text copies of the receipts right away to Nikohl, then she will have a cheque ready mid-month. Deposits will generally be taken to the bank on the last day of the month. It was also discussed that items being purchased MUST be on their own receipt, split receipts will not be accepted.

C. Principal

Ms Davis provided the following report;

- In December, the School Growth Plan was updated with the focus being 'Self Regulated Learning'. As a school community if the students have developed skills to be more self-regulated learners they could make improvements in their literacy and numeracy skills. The culture will continue to create and build a positive, safe, connected and caring community where students, staff and parents have a sense of belonging to their school community.
- Jacqueline Way of Give 365 is continuing to work with the school. Weekly each class will be doing a 'give' to community. The next school newsletter is hoped to have a list of such items that each class has been doing.
- VanCity Credit Union has generously given the school a \$500 grant towards a new portable dishwasher for the Breakfast Club; The Ridge Meadows Rotary Club has kindly given \$500 for the remainder cost.
- The application for the Tower Garden grant was approved.
- VanCity Credit Union has also expressed wanting to be community partners including volunteering. They have also suggested another grant for \$10,000 which staff will be spoken with about.
- Deroda (Fraser Health Nurse) has received a \$5,000 grant to be shared with Highland Park to improve Parent Engagement. A Survey Monkey survey is hoped to go out by the end of January to enquire how parents want to be communicated with.
- Deroda is also looking into ways to 'pump up' Breakfast Club and increase healthy choices for lunches currently donated to the school. The district of New Westminster has just implemented a new lunch program where the school gets a 'kick back', further research will be looked at to see if the same could work at Davie Jones.

6. Follow up from last meeting

A. PAC Fundings to School - The following items have been funded by PAC since the last meeting;

- 2 tables for the hallways to replace two that were broken. Approval from members was obtained via email as we were advised that one of the broken tables fell on a student so it couldn't wait until the next meeting. Jackie picked up and delivered the tables to the school at the end of November.
- 4 slice Toaster for Breakfast Club was picked up and delivered to the school by Jackie at the end of November.
- The extra hot chocolate and cups with lids from the Polar Express Concession is being donated to Ms Cushing as part of Literacy Week. Four PAC members are also volunteering to serve the hot chocolate on January 24th.

MOTION: Profits of Polar Express concession (amount still to be calculated) to be donated to the Fine Arts Program, or towards Condenser Microphones (4 x \$120 estimated). TABLED till Spring

After discussion it was agreed to table the motion until Ms Davis is able to speak to Ms Kitts and will come back to PAC at a future meeting.

B. Class Parents - Question was posed if PAC (inclusive of PAC Class Parents) could ask parents directly for their email addresses to be able to communicate with them. It was agreed that this was ok, and not in breach of FOIPA or SPAM rules.

7. New Business Items

A. PAC Bylaws - Jackie is working on updating our 18 years old bylaws. The goal is to have these passed before the end of the school year ready for next year's PAC. A Bylaw Committee will be created to engage conversation about items that should be in the revised bylaws. Nikohl agreed to contribute to treasury related items. Kristy agreed to contribute as necessary.

- B. DPAC Meeting - Jackie reminded everyone that Davie Jones is the host for the February 21st (7pm) meeting for DPAC. It was agreed to use the remaining water from concession, cook up previously purchased Neufeld cookies, and make some Hot Chocolate leftover for the night. It was then approved that PAC would purchase a Vegetable and Fruit Tray from Superstore from PAC funds for the night as well.
- C. PAC Movie Night - Angie wont be able to continue running movie nights next school year. It was confirmed that we will not be charging admission to the next movie night. It was further agreed that the following would be served at the concession: Popcorn, Chips and Water (candy is no longer to be served at movie nights to reduce the risk of damaging the gym floor)
- D. Treat Fridays - Discussion ensued to clarify the following;
- If items comply with the Healthy Schools Guidelines do we need to have each treat day pre-approved? Principal would like a list of future treat days approved before serving.
 - If Healthy Schools Guidelines are met, can we still do recess sales of loonie or toonie, or do all treat days need to be pre-order? If a list has been pre-approved then recess sales are still permissible.

8. Question Period 2 ~ Open discussion

There were no questions.

9. Adjournment

The meeting was adjourned at 8:18 pm.

Next meeting is on Monday February 25th 8:30-10:00 am at Waves Coffee on Harris Road

The focus will be on Fundraising Events

(If you have items you would like to be added to the Agenda, please email daviejonespac@gmail.com)

School Spirit Building Events

- Paint & Wine Night - rescheduled date to be confirmed.
- Movie Night - April 11th

Ellen
Angie

Wish List Items

- Hip Hop Dance (for students)
- Garden upgrades
- Gymnastics (for students)
- Bottle Filling Station