



MINUTES

Davie Jones Elementary PAC Meeting

Monday April 15th, 2019 @ 8:30 am

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, Principal Ms Davis, Krystal H, Lynette L, Stefanie C, and Laura R. Kristy W sent her regrets. Nikohl was not present at the meeting so treasury figures have been entered post the meeting. Tara was not present at the meeting, so minutes were taken by Jackie.

2. Approval of Agenda and Previous Minutes

Agenda and Minutes of January 16, 2019 were approved as presented.

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

No questions were presented.

4. Reports

A. President

- DPAC Representative Report - Emergency Container meeting this Thursday which I will be attending.
- Playground was repaired by Maintenance during Spring Break and the protruding screws on the bridge were corrected before recess on the first day back to school.
- Movie Night of Wreck it Ralph was a great turn out. Unsure if it was the free entry, movie choice, or popcorn that encouraged more attendees but it was great to see. Did receive some comments again regarding children running around during the movie. After discussion it was agreed that we could create a line with the benches and only allow restless children to move around in the back of the gym.
- PAC has enquired if there could be a central way to order from Scholastic through out the year as it appears many teachers are not running this option through their classes, however parents would like to order and have the benefits go to the school. Ms Cushing is looking into if PAC could do this or if there could be a way to do it via the library and will come back to us.
- Ms Cushing has advised that she is working on a list of reading app suggestions to parents
- Thank you to Ms Cushing for allowing PAC to use a laptop at the school, as it is unknown who or if any one will be on PAC next year, it has been decided to wait to learn how to logon etc until next school year. The main purpose for wanting this was to be able to facilitate Munch a Lunch (if it was approved by vote) but as we don't know who will be Treasurer next year, it was felt to delay this training until then.
- Staff Appreciation lunch is on May 8th, an email has gone out to parents requesting items. Admin has agreed for PAC to be able to decorate the front glass cabinet for the week to show our appreciation to staff. Laura volunteered to do a banner, and Lynette volunteered to do a poster. If anyone else would like to contribute please contact PAC.
- Saleema Noon presentation to parents is on May 14th, students will have their presentations on the 15th and 16th. This has been paid for by PAC using Gaming monies.
- Special Person's day is on May 24th at 8am in the gym, kindly being put on by the staff of DJE.
- Welcome to the new kindergarteners is on May 30th. PAC information has been updated and ready to distribute on the day. This information is then available to be sent to all parents at the beginning of the next school year too. Kristy has kindly offered to present on behalf of PAC for 5 minutes at one of the two sessions, we need to one more volunteer to present at the other. The times are 11:30 and 1pm.
- Year End Fun Day is Monday June 24th, TJ and Andrea are planning to combine efforts to pre-sell hot dogs and ice cream. Lynette and Stefanie offered to volunteer for the day if needed.
- Rotary Duck Race tickets have already had some take a book to sell 10 tickets. During May we will arrange to set up times to sell single tickets after school.
- Bank account has been discussed to move to VanCity to offer better option to PAC, however as we don't know who or if there will be a PAC Executive or PAC at all next year due to no names coming forward it has been agreed to not move forward with this at this time.

- Parking lot complaints have been raised on our Facebook group, along with comments being said verbally that parents have been told they are not allowed to volunteer to help. Firstly, I'd like to remind everyone that we are very lucky with the parking we have available at our school vs others in the district, but that doesn't mean we don't have some issues but I'd like to put them into perspective in comparison of other schools. Ms Davis agreed that parents could volunteer to help, and use the vests in the staff room to do so from 2pm onwards. It is important to note that parents must be respectful as they will be representing PAC and the school, and are to kindly ask parents to move on should they stop in the 'drop off only' zone. Ms Davis also advised that a liability concern has been raised by the district with regards to the leadership team doing crosswalk duties at the front of the school, therefore whilst this is being looked into the students have stopped monitoring the crosswalk.
- PAC has requested for budget items from Admin so that they are available for PAC budget preparation in June (hopefully that can happen with a new PAC Executive). Other items that have been suggested by PAC include; Granola bars and water bottles for the emergency container (with the old ones being used for Terry Fox Run); Literacy week hot chocolate?; Dust pan and broom for gym. If parents have other items they would like to see at the school please contact PAC.
- Reminder that the PAC AGM is May 27th. We have been unable to create a nomination committee however all positions are deemed vacant, as they are each year. Presently no one has put their name forward for any PAC Executive positions, we need these for PAC to be able to function as well as apply for the Gaming Grant which gives the PAC approximately \$8,000 each year. Please contact PAC and come to the AGM if you are interested in any of the positions or we won't have a PAC next year. People can run as a team with co-positions if the role seems too much for one person.

B. Treasurer

Nikohl provided the following figures after the meeting for the purposes of these minutes:

Bank balances as at March 31st 2019 are as follows:

General Account = \$13,489.94 Gaming Account = \$ 8,091.02

Uncommitted balances as at March 31st 2019 are as follows:

General Account = \$12,85.07 Gaming Account = \$ 7,471.52

Treasurer rules were not presented at the meeting as Nikohl was not present. Therefore were tabled until next meeting.

C. Principal

Ms Davis provided the following report;

- Michelle received a quote from Maintenance to clear it out but deemed it was too high. Mr Prince has kindly offered to get his students and possibly others to start taking on the task.
- Asked if Nikohl could please provide a link for teachers to use for the new online streaming feature with the Movie Licence that PAC provides.
- First literacy week with hot chocolate was a success, thank you to PAC for providing and volunteering to serve hot chocolate. The second literacy week was Dr. Seuss themed and was a success.
- Mellow Monday parent visit was a success and enjoyed by many. Teachers and Parents have asked if this could be done again at the beginning of the next school year.
- Primaries are going on field trips to the ACT this week
- Track and field starts next week for intermediates
- District Cross Country is in May; Primaries are May 15th at Albion; Intermediates are May 14th at Alouette. All can attend, however parents need to arrange transportation for their children.
- Spirit Wear orders are due this week
- Created by Kids fundraiser orders have been sent home. (It was suggested by attendees to open it up for parent to be able to submit artwork too)
- Planning for next year: 32 kindergarteners are registered for September; Ms Roussy will be returning in September for 3 days a week. Music teacher and Counsellor positions will be confirmed in August but are hopeful to have Ms. Kitts return.

5. Follow up from last meeting

A. PAC Fundings to School

- Tabled motion from January meeting '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)'. Ms Kitts has advised that she would like Game cards, Octivator tube caps (for boomwhackers) and puppets. An estimate of the costs involved was not available for the meeting, therefore the item was tabled until receipt and to be voted on at next meeting.

TABLED till next meeting

- B. PAC Bylaws - Jackie advised that personal life has gotten in the way and these are not ready for presentation yet. Stefanie stated that she would happy to assist Jackie with these going forward.

6. New Business Items

- A. Emergency Container - February 2018 we were advised that the container was fully stocked, however recently we found that in fact it had no food amongst many other items missing. An e-vote was done just before spring break approving for PAC to purchase granola bars and water bottles, and these were placed in the container prior to spring break. Jackie and Andrea have volunteered to go into the container to do a complete stock check and then submit to PAC for approval to purchase the missing items. DPAC has also suggested that all PACs should have a copy of the Emergency Preparedness Binder.

Update since meeting: PAC now has a copy of the Emergency Preparedness Binder. Andrea and Jackie have now taken a stock count and have noted that many of the items inside the container expired in 2015 (first aid items mainly). There are not enough blankets for all students let alone staff. The pop up tents are missing from the container. After going to the DPAC meeting it became clear that one bottle of water per student may not be enough so we are working with other school PACs to get an idea of how much they have as the school district list doesn't give a suggested amount. We have done an e-vote for \$500-\$1000 to be able to restock the items and will put them all into a list with expiry dates for future PACs to be able to monitor along with a copy that will go to Admin. Going forward it is paramount that the container is regularly checked for moisture issues, as this time we found that bottles of bleach had cracked and leaked over items and dampened the floor. Another suggestion is for talks regarding bringing back comfort packs per student as there is nothing in the container to help calm / settle a child during a potentially scary time. Consideration should be given to parents providing a small ziploc bag at the beginning of school year with a note, picture, stuffy, game or anything that could help settle your child, along with child specific medication as if the school was unable to get into then those children would potentially not have access to their medication if needed. These are all things that need to be considered with administration for going forward. Jackie is corresponding with other PACs to get an idea of what they all do and there are others considering bringing back comfort packs too.

- B. Playground Committee - It was emphasised that all positions are vacant, and therefore there is no playground committee to move this request forward. There have been a few parents asking to be part of the committee or send in a grant funding request but it was pointed out that history from other organisations and schools that these sort of things don't generally become successful if there is no committee. Krystal agreed to make another push for this on Facebook and then the message would be copied and sent out on the portal as well.
- C. PAC AGM - May 27th 6:30pm - A list of positions was submitted with the Agenda for this meeting. All positions are considered vacant for the upcoming school year. It was pointed out again that if there is no PAC Executive then the application for \$8,000 of gaming monies will not be received. It was further explained that without an Executive, all other committees wouldn't be able to be run as there would be no signatories, no treasurer to handle the monies side of things for each committee. It was asked if the Events Calendar created by PAC for this school year could be done again, it was explained that if there is no PAC Executive then this is one of many things that wouldn't happen within the school or for parents. If you are interested in nominating yourself for a position, please let the current PAC know by email to daviejonespac@gmail.com and then come to the AGM on May 27th at 6:30pm to be voted in.
- D. Treat Fridays - Krystal kindly did the last treat day with great success, and has agreed to do the May treat day as well. Krystal will also be coming to the AGM to hopefully be voted in for Treat Day Co-ordinator for the next school year (pending if a PAC Executive is created). It was also discussed that another after school sale may occur during May or June to hopefully clear out any remaining food stock of PAC, as otherwise it will need to be thrown out.

7. Question Period 2 ~ Open discussion

There were no questions.

8. Adjournment

The meeting was adjourned at 9:43 am.

Next meeting is the AGM on Monday May 27th 6:30pm in the Library

(If you are interested in nominating yourself for any position, please email daviejonespac@gmail.com)

Wish List Items

~ Hip Hop Dance (for students)
~ Bottle Filling Station

~ Garden upgrades
~ Playground

~ Gymnastics (for students)