

MacCorkindale Elementary School
Parent Advisory Committee (PAC)
6100 Battison Street
Vancouver, BC V5S3M8



Co-Chair: Yvonne Chan
Zeena Janda
Angela Kailley
Secretary: Felicia Poon
Treasurer: Rav Gill

PAC MEETING MINUTES

November 20, 2019

1) Introductions

2) Approval of the Agenda

3) Principal's Report

- a. PAC support positively impacts programming in the school
 1. Positive impact of PAC fund raising especially at the beginning of the year with requests from teachers that can be supported by PAC
 2. Water fountain update: should be installed by end of 2019
 3. Playground buddies leadership opportunity - 20 kids, grade 5 & 6
 4. Christmas hampers to help needy families created with outside donations & grants – discretion required
 5. 6 lunches brought in for kids in need each day
 6. Will PAC support field trips? Need to figure out how this will look in the future
 - a. Kids are not denied participation if due to funds
 - b. School makes up the difference
 - c. Field trip supports learning

4) Teacher's Report

- a. School Events & Activities
 1. Vazzy Dance Program – French Canadian Folk Dancing enjoyed by all ages
 2. Killarney Secondary Winter Concert – November 28
 3. Winter Concert on December 12 – 9am rehearsal, 1pm , 6pm
 4. Hip Hop Class in January 13th to 17th – 5 times per class & performance at the end, same instructor as last year
 5. Rock the Salish Sea – artist in residence – evening performance
 6. Books for home reading program arrived!
 7. Volleyball Jr & Sr Girls are doing well
 8. Student Council
 - a. Jump Rope for Heart (Heart & Stroke Foundation) next week – red day November 29
 - b. Holiday door decorating contest
 - c. Pajama day
 - d. Food Bank Drive – December 2 to 13

5) Treasurer's Report

- a. Current Balance of Accounts:

- b. Gaming Account – \$8,547.66
- c. General Account – \$6,708.58
- d. School Account – \$721.00
- e. Money from last year Killarney Scholarship is still not cashed in – Rav to contact office assistant

6) New Business

- a. Fun Lunch
 - 1. Fall Session (October 4 to December 20, 2019)
 - a. There are 5 weeks left in the Fall Session
 - b. Overhead Expenses from PAC, Total = \$419.99
 - FoodSafe = \$83.99
 - MunchaLunch Annual Fee = \$336

Funds Raised (payments from parents)	Expenses to Date Nov 15, 2019 (Vendors & Costco Run)	Balance as of Nov 15, 2019	Upcoming Expenses (Nov22-Dec20)	15% Profit Fundraising minus Overhead*
\$6896.15	\$3311.31	\$3584.84	\$2570.77	\$1014.07-\$419.99=\$594.08 (+/-)

2. Winter Session 2020 will run from January 10 to March 13, 2020

- a. MunchaLunch registration opening soon
 - b. Next week open registration
- b. Halloween Family Dance – report, debrief, feedback
 - 1. Great turn out! - estimated 246 tickets sold
 - 2. Profit \$1094.04 from entry tickets, 50/50, prize raffle, concession, glow stick sales
 - 3. Grade 7 volunteers were great & helped a lot
 - 4. Thank you for the decorations!!
 - c. Grade 7 volunteer opportunities
 - 1. Child Minding during PAC meetings
 - 2. Ensure leader is certified and they can choose a partner to help out – must contact the parents for approval
 - d. Christmas Concert Fundraising Opportunities
 - 1. Probably not concession since don't want to have mess & distraction of food
 - 2. Bake sale after?
 - 3. Prize draw
 - 4. 50/50 draw
 - 5. Silent Auction
 - 6. Email parents for donation from their possible connections
 - e. School Day
 - 1. Bell Schedule – why did it change?
 - a. This topic discussed at district level, DPAC rep would have notice of this
 - b. Recess is 15 min so that don't come back Monday & Tuesday after Christmas
 - c. Prep teacher at the school at certain times, need to make up time if lost from stat holidays

2. Parent volunteers to help supervise lunch hour to extend time for children to finish eating since they are currently forced to leave the gym due to lack of supervision
 - a. 20mins to eat in the lunch room
 - b. Can continue eating outside
 - c. Gym needs to be cleaned in time for gym
 - d. Loud talking = less eating
 - e. April – Weir will come and there will be split lunch (5 primary classes)
3. Deep Breathing Session – after lunch to calm down & get ready for learning
 - a. Social emotional learning
 - b. Mr. Munk started to bring this forward
 - c. Mental health kits, staff starting to talk about it more
 - d. Calmness is evident after lunch
 - e. Would like to explore the teaching of how to regulate self, to learn how & when
- f. Walkathon to raise funds during a non-carnival year
 1. Have been done in the past & good idea, to be discussed further

7) Old Business

- a. Direct Donations update
 1. Extended to November 30
- b. Outstanding PAC positions
 1. Treasurer – Financial aspects of the PAC for general & gaming accounts
 2. Secretary – Arrange agenda & take meeting minutes
 3. Teacher Liaison – Main contact person between the PAC & the School (in contact weekly by email or in person)
 4. Social Media – organizes & posts information on Facebook, Twitter, School Website (content is provided to post)
 5. DPAC Representative – represents MacCorkindale PAC at the School District Level by attending DPAC meetings, communicate issues that may be common to more than one school. For more information:
<https://bccpac.bc.ca/index.php/members/pac-dpac/what-is-a-dpac>

8) Voting Items

- a. Outstanding PAC positions
 1. Treasurer – Rav voted in
 2. Secretary – Felicia voted in
 3. Teacher Liaison – not official position, Yvonne will continue to be in contact
 4. Social Media – Rachel is acting, will vote her in when she is present at a future meeting
 5. DPAC Representative
- b. Budget approval for year (see below)
 1. January Dance Program \$4500
 - a. \$17 per child
 - b. PAC will fund \$10 per child – motion passed
 2. Upgrade of Technology: laptops or desktops – more discussion to come

Next PAC Meeting – Wednesday January 22, 2020

Budget Update:

General Balance	\$6,708.58	Gaming Balance	\$8,547.66
Fixed Costs			
Classroom Allowances	\$2,400 – Complete, Cheque No. 645 (Expected Nov Statement)	Killarney Scholarship	\$600 (remains outstanding, expected May 2020)
Resource Teacher & Library	\$150 – Complete, Cheque No. 645 (Expected Nov Statement)	Grade 7 Camp \$20/student * 29 Students	\$580 – Complete, Cheque No. 0095 (Expected Nov Statement)
Pizza for student volunteers on Sports Day	\$60 (remains outstanding, expected May 2020)		
Year End Appreciation Lunch for Teachers	\$250 (remains outstanding, expected June 2020)		
Total Fixed Costs	\$2,860.00		\$1,180.00
Total Balance after Fixed Costs	\$3,848.58		\$7,367.66
Teacher and Administrator Wish List			
Overhead Projector	\$3,200 (\$1,343.50 project cost paid Cheque No. 646, expected Nov statement. Installation amount outstanding - \$1,856.50) <i>Installation cost could be less since different wall</i>	Social Media Presentation (Parents & Students)	\$600 (Cheque No 0094, expected Nov statement)
Phase 2 of 2 Home Reading	\$1,000 (cheque outstanding, expected to be written Nov)	Music Program: Rock the Salish Sea	\$1,000 (cheque outstanding, expected to be written Nov)
Halloween Pumpkins	\$100 Complete, Cheque No. 645 (Expected Nov Statement)		
Total including All Wish list items	\$4,300		\$1,600
Remaining funds (including school fund)	<u>(-451.42)</u>		<u>\$5,767.66</u>
Teacher and Administrator Wish List (Decisions Outstanding)			
Leveled Readers	\$2,300 <i>TBD pending Direct Donations</i>	Dance Program (249 students)	\$4,734 <i>PAC will fund \$10 per child – motion passed</i>