

École Margaret Jenkins School

PAC General / Exec Meeting Minutes

Date: Tuesday May 27th @ 7pm

Where: Via Zoom

1. Attendees: James Hansen Principal, Cheryl Rolston, VP; Stephie Hellard, PAC President; Marlow Sturgeon, Secretary; Matt Jackson, Co-Treasurer; Maggie Black, Member at Large; Andy Moll, Member at Large; Sam G, Co-Treasurer; Liz Woodward, parent who organizes teacher appreciation lunch, end of year gifts, etc.

2. Welcome: Stephie Hellard

- Land acknowledgement given
- Agenda approved
 - Add grade 5 appreciation and teacher gifts under number 4
- Last month minutes approved
- Quorum declared

3. Update on previous/Current events

- Walk a thon: Megan Harvey/Andy Moll
 - winners identified, will be announced tomorrow
 - Rainbow balls are being researched
 - Prize distribution day will be silly hat/hair day next Friday 13th
 - Final tally approx \$31,000
 - Overall a successful year with lots of support. Went smoother this year than last.
- Emergency Supplies: Stephie
 - facilities has drilled the holes to drain the water from flooding and made risers so the bins are not on the ground.
 - A detailed list of what we need is being compiled.
 - This time the supplies were dry after a rainfall so it seems to have worked.
 - Monks classroom supplies: Jess in the office must organize this herself due to privacy laws.
 - Events:
 - Picnic: In the planning process. Am to play music, bubbles, ice cream, etc. Very simple. There will be some extra prizes that will be left over from the WAT so those could be used for a raffle or similar. A license is needed for a 50/50 which is extra work.
 - Dance: Overall success. Lots of supportive parents but some complained about the 300 capacity.
 - Art Supplies: there are many bins labeled for the make sale in the art room so we will donate supplies to the school as they are needed.
 - Proposed Events for 25/26:

- Grade 5 Ceremony: there are 5 parents willing to organize this. It is 25 June and the school will send that date out soon. The parent organizers should connect with James to communicate future info to parents.
- Staff appreciation for end of year: Liz needs to get an updated list of staff. She would like the gift cards to be a minimum of \$10 rather than the previous \$5, and average out the overall amounts accordingly to make them less hierarchical. Liz would like two weeks for parents to write in the group cards, then have them ready for a few days before the end of the year so that we don't miss early leavers. There are a few teachers who have two roles, so would need two cards because there's a wider school community who may want to sign one of them. Gifts for the office staff - do we want to still give alcohol? Are there alternatives in the \$25-30 range?
- We want to make the hot lunch and staff appreciation days separate so the staff appreciation should be the 2nd Friday of June.
- Dance:
 - Parents asking for 2 dances. Parents thought grade 5s should get first dibs at dance. Idea is to have a dance as the main fundraiser for grade 5s and have board game cafe as a general fundraiser.
 - Could a Saturday be booked for a dance? Dances are a lot of work and need a lot of volunteers. If we combine the dance with a picnic in spring we can space out capacity with indoor/outdoor space.
 - There could be two board game nights to be sure it's under capacity - perhaps primary and intermediate separately. But volunteer time could be inadequate for two nights, but the volunteer needs are less for the board games than the dance.
 - James would hesitate to have a grade 5 graduation dance as it's not in the spirit of K-5 across the district.
 - Stephie will send out a survey monkey to determine what parents need, but also include a blurb about the volunteer needs and reiterate that it is not a drop off event - parents need to stay with their kids.
 - Another idea to increase capacity would be to have timed entry.
 - We'll book dates to ensure they're in the calendar.

3. Admin update:

James:

- Annual WHAT for grownups - 16 June coffee in the morning.
- 21 Divisions this year.
- 60 new Ks coming this year. Please let families coming in/out to let office know.
- District transition day went well.
- Welcome to K went well. Thank you Stephie for speaking and trying to recruit new members

Cheryl:

- Rugby season over and Jamboree went well
- Track finished last Friday at a big event at UVic. Many teachers helped and there was lots of practice happened
- Many first or second placing student who go on to the city finals.

- Indigenous Education - a monthly lunch for students has been ongoing and recently medicine bags were made with the leadership of a district member, as well as Students have been playing lahal. Jess Jacobs is the artist making a mural by the garden and it's in the final printing stage. On 12 June members of the local nations will be invited to inaugurate it. There will be food, drumming and protocols followed.
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- Admin Questions:
 - Question from a parent - is there a limit on screen time in a class? A student is concerned about too much screen time but the concern should be directed to the teacher.
 - Another parent is wondering if there are chat functions on the chrome books. Questions should be directed to teachers.
 - Kids do have gmail access if their teacher is using google suite

4. Treasurer Update:

- Please see slides below. Slides are missing the expenses from the walk-a-thon.
- There has been an error with our understanding of the cost of blueprints - District had told us 5500 but the cost is actually 13000 so James has secured 4000 to be put towards that cost.
- The blueprints will also provide us with a cost, on paper, for the outdoor learning classroom.
- Need to check gaming grant deadline which is around the end of June
- Club funding: If teachers take on a club PAC would like to support them.

Teacher Rep: This year we have not had a teacher rep and it would be great to have one next year. PAC would welcome this! James will try harder next year to get a volunteer. It is often a teacher who is also a parent but doesn't need to be.

5. Outdoor Learning Classroom:

- James is forwarding details to Stephie about what's included in the 13000. Costs include a list of stuff he read out but will be on the email/invoice he sends to stephie.
- We need to make sure we get a cost estimate of the build included but the invoice says it's not.
- There may be a 30 May deadline to be sure projects are in but James is unsure.