

MINUTES OF THE QUEEN ELIZABETH GENERAL PAC MEETING  
Thursday, April 9<sup>th</sup>, 2015  
QE RESOURCE ROOM, 9:15am

Meeting chaired by: Kristin McAllister and Jenny Langley

1. The meeting was called to order at 9:15am (Kristin McAllister)
2. Agenda accepted (Jenny Langley/Megan Evans-Baird)
3. Motion to approve the Minutes from February 24<sup>th</sup>, 2015 (Megan Evans Baird motions/Christine McDougall seconds) – note: minutes were approve pending a few clarifications from Ms. Kassis.
4. Principal's Report (Magdalena Kassis)
  - Library will now be open at 8:40am. Teacher librarian will staff along with grade 7 students to help younger kids. So far so good with a steady stream of kids. A committee made up of Ms. Kassis, Ms. Nalos, Ms. Davis and Ms. Rattanaraj will be visiting four schools in the district to learn best practices and get ideas for our library. The committee will report back to teaching staff at the April 27<sup>th</sup> pro-d day. This process will lead to recommendation on improving the physical space and also include a technology component.
  - General Gordon update - most items that were requested from the VSB have been implemented. Some items like renovating a few classrooms were no longer needed as space was found elsewhere. The one outstanding item was replacing the blackboards. The VSB offered to pay half if the school and the PAC paid the other half which they agreed to do. Whiteboards will be installed over the summer.
  - Track & Field is the last sport event this season – more information to follow.
  - Grad date has been set for Tuesday, June 23<sup>rd</sup>. There will be a morning assembly with tea afterwards. Staff put on a lunch and there is a dance in the afternoon.
  - VSB Budget – A revised budget was put forward last week. Unlike last year two special advisors from PWC and E & Y are helping with decision making. Final budget will not be passed until end of June. This process does not impact school planning or staffing time-lines which starts in May. They are looking at other items such as changing from purchasing to leasing on some items and reduction in print costs. They are also looking at space usage – maintenance costs are very high in older buildings of which there are many in the district. They are also looking at changing some district programs such as reducing strings to grades 5-7 from 4-7 and band would only be grade 6 & 7. There will also be cuts to adult education.
  - Working on getting a Chinese Pac meeting set up with Robert Li.
  - There is consensus amongst intermediate teachers and staff about having a more unified math strategy. A number of teachers will be attending a lunch and learn

with some math publishers. Parents will be getting cheques back for books ordered and not received.

- Staff placements – the VSB staff based on forecasted needs including student numbers, ELL, special needs etc. Parents are asked to let the school know if they will not be returning. It is expected there will be slightly less students next year.

5. Treasurer's Update (Megan Evans Baird)

- Budget is on target but a few tweaks will need to be done to accommodate recent request for adjustments. Capital needs list is complete. A decision has been made to defer any further technology purchases until an overall strategy is in place.

6. Garden Program (Ms. Tousaw)

- The Harvest Festival will be on Juen 18<sup>th</sup> and Claudio has offered to help. There will be a need for parent volunteers to help cook and serve. Ms. Tousaw will advise the PAC when a request for volunteers needs to go out.

7. Fundraising/Events Update (Jenny Langley)

- Hot lunch – things going well and expect that revenue will close to what is projected// Hot lunch coordinators plan to meet in May to discuss expanding the program in 2015/2016.
- Flower Sale – the annual flower sale is coming up end of April –sincere thanks to Sandra Yen for coordinating.
- BCCH Child Run – there is interest to have a team in the upcoming Child Run. The school is supportive but need to be mindful of the school efforts in support of Run for Water.
- Teacher's Appreciation Lunch – the 2<sup>nd</sup> teacher's appreciation lunch will be held on Thursday, May 21<sup>st</sup>.
- Sports Day – there were no volunteers who came forward to help with organizing a BBQ for sports day. The hot lunch coordinators had investigated White Spot but they are booked so they are investigating other options like subway.
- Harvest Festival is June 18<sup>th</sup>, 2015
- BCCH Child Run - the PAC has registered a QE team lead by parent volunteer Shellagh Cluff. The PAC will be mindful not to overlap communications with Run for Water activity.

8. Jeans Day and Run for Water (Ms. Block)

- Jeans Day will be on Thursday April 30<sup>th</sup>. In advance Ms. Spicer's class will be selling buttons for \$5. This counts for a service credit so it is optional.
- Run for Water will be on May 12<sup>th</sup> – this is our 5<sup>th</sup> year supporting this global cause. This year funds raised will support a specific water project. There will be a speaker coming to the school in the morning of the event and parent are welcome to attend. There will be a kick-off breakfast on April 21<sup>st</sup>. Parent volunteer Claudio has offered to help with support of Grade 7's who are earning service credits.

9. Volunteer Update
  - Still need a class parent for Ms. Shaver – Ms. Kassis will connect with a few parents she knows to see if one of them can take on coordinating participation in the lunch.
  - We have two new volunteers for traffic.
  
10. Speakers
  - Saleema booked for January 2017
  - The PAC is interested in bringing in SOLO (on-line security) for a parent and in-class room session in the fall. Ms. Kassis supports the idea. Kristin McAllister to follow-up with SOLO.
  - There is also interest in having a speaker on anxiety. Jenny, Kristin and Fiona to research.
  
11. Other topics
  - The PAC will be conducting a year-end survey on hot lunch and a few other topics
  
12. Meeting adjourned at 11:15am (Jenny Langley motions / Megan Evans Baird seconds)

### **Attendees**

Magdalena Kassis  
Kristin McAllister  
Jenny Langley  
Megan Evans-Baird  
Ms. Tousaw  
Martina Mitterer  
Christine Macdougall