

QUEEN ELIZABETH GENERAL PAC MEETING
Thursday, October 5th – 6:30 to 8:30 PM
QE Main Library

MINUTES

(Co-Chair Kristin McAllister)

1. General PAC Meeting called to order
2. Welcome and Introductions
3. Acceptance of the Agenda and any amendments
4. Acceptance of the PAC Meeting minutes from June 7th, 2017
5. Voting in of PAC Executive
 - Kristin McAllister/ Co-Chair
 - Carmen Cho/Co-Chair
 - Beth Harrop / Treasurer
 - Sara Muir-Owen/ Secretary
6. Principal's Report (Ms Susie Car)
 - The school year has started well, with great, engaged staff onboard. There have been some challenges finding substitute teachers, thus current staff assisting to cover when teachers are absent
 - School website not yet updated, but will be up and running soon
 - QE administration has not yet received the final budget from the school board yet. Expect to receive it very soon. QE admin has received a student learning grant of \$12,160 from Ministry of Education. This is a one-time funding to be spent by January 31, 2017 for instruction supplies, athletic equipment and learning resources. Principal Car will conduct an inventory of current resources, and explore with staff and PAC executive the learning resources needed and ensure the student learning funds are allocated accordingly to meet these needs for the school.
 - PAC passed a motion that in the event PAC approval is required to approve the allocation of the learning grant the PAC will defer that decision to the to the Principal and PAC executive (**Motion: Christine Macdougall / second: Carmen Cho**)
 - Some gifted and challenge programs have been discontinued as these district positions have been deployed back to the classroom
 - The new education curriculum is underway, and with it, new ways of recording and teaching, with focus on project based learning, critical thinking, self assessment of the Core Competencies and a mark for Applied Design Skills and Technology (ADST). QE has four teachers that are involved in piloting anew reporting program.
 - Reporting practices are changing to reflect new curriculum. The district is going towards no marks, so far only self-assessment and a mark on technological studies are the only required reporting for the new curriculum
 - PAC indicated the Ministry of Education new curriculum website has good information on, alongside examples of, the new curriculum
 - PAC chair suggests a written notice about these changes in reporting are shared with parents, especially with the parents whose teachers have chosen a new reporting structure for this next reporting period, and encouraged QE Administration

- to provide as much information as possible about the new curriculum and reporting with parents through notices and emails to help ensure awareness and understanding about the changes taking place in the classroom and on reporting.
- PAC suggested hosting a session on the new curriculum in the spring 2018 when there will be more information available and some examples underway on reporting at QE.
7. Budget 2017/2018 (Beth Harrop)
- Motion to approve the budget: Christine Macdougall/ seconded by Carmen Cho/all approved
 - Budgeted expenses closely reflect Year 2016/2017 expenses, while anticipated revenue also reflects projected revenue. Total cash available projected as of August 31st is \$10,930.63
 - Capital campaign – the PAC is looking to launch a new capital campaign in the next few weeks.
 - PAC discussed offering a yoga program at the school available to parents at a nominal fee subsidized by PAC. Principal Car will check on level of interest from teachers and PAC will explore different programs available
8. Volunteer Update (Carmen Cho)
- Strong volunteer community. All class parents are assigned and plenty of hot lunch volunteers. However, the PAC is still in need of two hot lunch coordinators.
9. Fundraising/Events
- Update on Hot Lunch (Kristin) - Hot lunch is going well; PAC may offer a survey to get better sense of parents' opinions on the menu and program
 - The Holiday Bazar is schedule for December 7, 2017; PAC will distribute a notice requesting donations within next week or so
 - Holiday Program (Carmen) - Holiday program – plan to work with covenant house to prepare backpacks. PAC suggested provided teachers a little more information in advance of the program to ensure they know what's happening and their involvement
10. Speakers:
- Safer Schools Together on technology and internet safety for parents on November 15th at 7pm
 - Queen Mary has invited our community to attend a talk on nutrition. Info TBD
 - Principal Car suggested a session for parents and their children on working with your children around homework, possibly in January 2018
11. Other Topics:
- Principal Car noted every class will elect two children on a student council for the school to discuss school spirit, with peer buddies also being established amongst grade 5,6, and 7 students.
 - PAC discussed the opportunity and challenges around students and teachers volunteering for traffic crossing assistance at the lights at 16th Avenue and Camosun Street. Currently there are no teachers or parents volunteering to oversee the students who are interested in doing traffic crossing assistance, as such PAC and the Principal felt that it best to not have students offer traffic crossing assistance until proper supervision is in place. PAC member suggested students take home a traffic safety contract/contest to share with their parents to encourage discussion around

- safety. It was also suggested QE host a traffic and possibly Halloween safety assembly for the primary and the intermediate students.
- Vancouver School Board (VSB) is doing new irrigation system on the sports fields. PAC would like to communicate with VSB to get a better sense of timeline and to express concern around poor communication regarding the start and completion of the project, and little recognition and compensation from the board regarding the impact it is having to the kids outdoor play space.

12. Next Meeting TBD

13. Meeting adjourned at 8:30pm (motion to adjourn: Christine / Beth seconded)

Attendees

Kristin McAllister

Linda Shen

Wendy Zhu

Angela Zhang

Anna Lou

Kirsty Myles

Erin Kenwood (McDougall)

Carmen Cho

Susie C. Car

Beth Harrop

Mitul Patel

Christine MacDougall

Sara Muir Owen

Ripal Patel