

QUEEN ELIZABETH PAC MEETING MINUTES

Monday December 2nd, 2019 - 9:15 am

QE Staff Room

(co-Chairs Carmen Cho and Claire McClean)

1. PAC meeting called to order at 9:15 am.
2. Welcome. Acknowledge we live, work and play on the unceded, ancestral and traditional territories of the Musqueam, Coast Salish peoples - Squamish and Tsleil-Waututh Nations. Introductions.
3. Acceptance of agenda and any amendments, Rebecca Parry motions, Beth Hirsh seconds.
4. Acceptance of the PAC meeting minutes from October 10, 2019 as posted on the PAC website, Domina Jahzara accepts and Susan Asaoka seconds.
5. Principal's report, Ms Susie Car :
 - a. Newsletter sent home.
 - b. The winter choir concert, The Nutcracker Suite, is on Thursday December 6th at 1:45 pm. The QE Winter performance, Rock the Salish Sea, with guests Holly Arntzen and Kevin Wright is on Thursday December 19th. There will be two performances, 11:15 am and 1:15 pm. There will be a notice sent home for families to decide and report which time slot they would like to attend in order to help estimate numbers attending. There will be some extra chairs and minimal standing room to act in accordance with the fire safety bylaws.
 - c. We received a grant from the Sheila Tripp Endowment Fund for the Performing Arts of \$400 to offset the cost of the winter concert. A big thank you to Peggy Bochun at the VSB for getting us risers on such short notice.
 - d. Project CHEF is coming to do a workshop with Divisions 6 and 7. The kitchen cannot accommodate the classes and classes cannot take place in a non-food area. Thanks to VSB, we will receive special outlets in Mr Gogag's room to accommodate Project CHEF and Miss Anthony will also share space for Divisions 6 and 7. The cost for us will be about \$200 to do the electric work adding new/updated outlets to meet the requirements for the program. This will be done around February 14th, 2020. Families are asked to pay about \$5/day where the kids will get a chance to prepare, cook and eat a meal. Project CHEF is a not-for-profit education society.
 - e. Sean Healy, IT, did a walk through in regards to future technology purchases/upgrades. We will be replacing our classroom projectors as many are outdated will not last any longer. We are purchasing another laptop cart (30 laptops).
 - f. See newsletter for important upcoming events including report card changes. All district teachers are required to issue a minimum of two written formal reports, one will be at the end of January and the other in June, and a minimum of three other types of communication focussed on student learning (student strengths, challenges and support plan). Requesting a meeting is encouraged if you feel the need to discuss concerns about your child. The focus is on social emotional regulation and on your child's strengths ; assessing where they are, where you want them to go and how can you get them there. Each teacher is obligated to answer these questions. The aim is to keep the conversation going. DESSA is a strength based social emotional learning assessment system and will be used in the classroom to collect data on the social emotional changes over the term. Our counselor will be working in classrooms on stress

management. Counselors from Prince of Wales will come and talk about mental health with the intermediate classes. Robert Lee, our multicultural worker will be in on Thursday January 9th to do a Chinese speaking session with parents on student support and also to discuss the ELL model and how to further support our kids.

g. QE Holiday Bazaar is on Thursday December 5th from 9:15 am to 4:00 pm. Thank you to Kirsty Myles for organising this wonderful event where all the proceeds go toward the purchase of food gift cards for our sister school Strathcona Elementary who in turn use them to provide emergency food and supplies to families in need. QE classes will be buddied up and will shop the bazaar in the morning so Bayview can have the afternoon.

6. Budget update, Rebecca Parry.

a. Our gaming grant is provincially funded and the account is at \$6560 for use on non-curriculum items/events. We have spent \$67 so far for the welcome back coffee and \$2500 for choir. The gaming amount is mostly used for grad and family games night.

b. We budgeted to make about \$13,000 with hot lunch and we came pretty close with \$11,762. Our direct appeal closed at \$8381 on October 31st. The period closed on November 15 but the account is still open to accept donations.

c. There are requests for bean bag seats through Scholastics and noise cancelling headphones. Mr Miles Parkinson received a couch, some bean bag seats and eight wiggle stools. Susie has kept one. Ms Noble has wiggle cushions and has also tested other sensory items like Therabands, fidget items and board games. Mr Dykstra and Ms Seto requested robotics. We will purchase the Code and Go Robot Mouse for the younger students and for the older students will be the micro:bit Robot. PAC will buy another 10-15 after coding workshop.

d. The total capital request is around \$8000.

7. Volunteer update, Domina Jahzara. Class parents are on track at this time. Our next event will be in the new year. Beth Hirsh expressed the need to find different ways of getting volunteers to help our community flourish. Maybe connecting with class parents and getting two solid volunteers per class for each upcoming event. Ellen Du suggested we clarify that certain events will not happen without the help of the volunteers.

8. Garden report, Beth Hirsh. We could do a lot more.

a. Project CHEF re: the use of garden provisions. Getting the teachers outfitted and boxes cleaned up ready for planting, does not leave a good enough growing period for a meaningful harvest. It would be nice to see the veggies and herbs planted able to be used in a classroom setting.

b. Susie Car reported that Bayview has claimed the boxes to the right of steps outside the grade 7 classrooms (the side without the windows). Beth Hirsh is to meet with Susie Car for more clarification on Bayview's gardening program and connect with Bayview Principal, Birgitte.

9. Fundraising/Events

- Direct Drive Campaign, final number to come upon arrival.
- Hot Lunch, Harper Hadden. There are just three weeks left in this term. The hot lunch program is in a better place than last year with great volunteers with a great schedule. Thank you to Bishan Wu for handling the volunteers. Last Wednesday Calhoun's forgot to add cutlery with the hot lunch order. This caused quite a stir but we were able to find

some school cutlery and lunch carried on. The new menu is almost ready for next term. Please try to be sure about your hot lunch order before submitting the order. Changes are quite difficult, though it is reported that some parents have been able to switch their orders if caught early enough. Any less than eight days and changes are not possible.

- Book Fair in October went well, no total yet.
- QE Holiday Bazaar will be in the Auditorium. QE will shop in the am; Bayview in the pm. Money made will go to Strathcona Elementary.
- BabyGoRound, Christmas trees to be in classroom on Tuesday December 3rd. Discuss with your family and children, pick a tag, purchase the item and bring the item to class by Thursday December 12th.
- Stong's online shopping gives 5% to QE fundraising; Cobbs Bread - Dough Raiser will also give points to QE, please request before payment! We are registered at the W. Broadway location only at this time, possibly Kerrisdale and 4th Avenue in the future; FlipGive online shopping links with all the major online vendors and offers average of 5% of your purchase to back to QE fundraising. It does not cost extra and can be anonymous. Gift cards give back a larger percentage, there are promotions regularly and is a very simple process. Please check PAC emails for team password to join.

10. No other topics were discussed.

11. Next meeting will be scheduled at a later date. It is now scheduled for Tuesday February 25th 9:15 am.

12. Meeting adjourned at 10:27 am.

In attendance was:

Carmen Cho

Susan Asaoka

Jane Huang

Michelle Mi

Beth Hirsch

Harper Hadden

Carmen Chen

Ellen Du

Rebecca Parry

Sarah Sun

Susie Car

Domina Jahzara