

# QUEEN ELIZABETH ANNUAL GENERAL PAC MEETING

Wednesday October 6<sup>th</sup> @ 7:00pm - Via Zoom

## AGENDA

(co-Chairs Domina Edwards / Claire McClean)

1. Annual General PAC Meeting called to order at 7:02
2. Welcome. Acknowledgement we live, work and play on the unceded and traditional territories of the Musqueam, Squamish & Tsleil-Waututh Coast Salish peoples. Introductions.
3. Acceptance of Agenda and any amendments. Motion to accept by Claire, Seconded by Domina
4. Acceptance of the PAC Meeting minutes from June 8<sup>th</sup>, 2021, as posted on the PAC website. Motion to accept by Harper, Seconded by Claire
5. Vote on the executive of the PAC: Nominees are:
  - a. Co-Chair – Claire McClean
  - b. Co-Chair - Domina Edwards
  - c. Treasurer – Harper Hadden
  - d. Secretary – Lisa Jones

No opposition to any executive members. Motion passes.
6. Principal's Report (Ms Susie Car)
  - a. First day of school was a mandated all staff Anti-Racism training. (ongoing conversations and learning at first Pro-D)
  - b. Orange Shirt day before the Stat. Had a virtual assembly. Students and Staff all learning about this at the same time.
  - c. Staffing update – added a division – due to late registrations + overflow from Norma Rose Point. New division is a 5/6 grade. Had to post for the job. TOC until the new permanent teacher can start in January. Everyone is working together to ensure as much continuity as possible for the children.
  - d. Staffing update - Ms Rattanaraj back from leave - (thankyou to Ms Phoenix for starting the year with us)
  - e. Outside groups coming into the school. Schools have been asked to move slowly, and that is what we will do. Looking at the wrestling program for spring. Also looking at gymnastics or dance in the spring.
  - f. Parent Volunteers – starting this slowly as well. Minimizing parents in the school and/or contact with students. Hot Lunch and Fruit and Veg will have 1 or 2 parents in the school, but grade 7 students are delivering to the classrooms. Mr. Dykstra and library may be looking for parent volunteers.
  - g. Hoping to do a Chinese-speaking parents/guardians info session on Zoom/Teams soon.
  - h. Parent Teacher conferences next week – would like to keep it virtual when possible. Can do in person when needed.

- i. School Finances – big projects have mostly been on hold. Have a healthy account. Susie is planning a meeting with the school board accountant re where the money is, what can be done, etc.
    - i. Playground upgrade is also on the table. PAC may support. VSB must be involved.
  - j. Covid exposure notices – Susie takes all direction from VCH who advises Susie when notification should be sent and to whom in the school community.
  - k. VSB has the 2026 Education Plan that they are trying to get feedback from as many people as possible. Go here: [edplan2026.vsb.bc.ca](http://edplan2026.vsb.bc.ca) or to the VSB website.
7. Budget Update (Harper Hadden) and Motion to approve the Budget for the year. Motion to accept by Claire, Seconded by Julia . None opposed.
8. Motion to approve signing officers for PAC bank account. Two signatures are needed for each transaction. Officers to be:
  - a. Harper Hadden
  - b. Claire McClean
  - c. Domina EdwardsFurther, Carmen Cho to be removed as a signing officer.  
Motion to accept by Lisa, Seconded by Claire
9. Motion to Accept the Draft Constitution and Bylaws as posted on the PAC website. Motion to accept by Domina, Seconded by Harper. None opposed.
10. Hot Lunch (Julie Whyte)
  - a. Running on Wednesdays. Three vendors. Calhouns, Carino Kitchen, Subway
  - b. 87 meals today, 93 next week.
  - c. Meals delivered to classroom by four grade 7 students.
  - d. Needs to be ordered 8 days in advance. Please order all at once so we pay less in transaction fees.
  - e. Parent Volunteers – currently have 6. Would be happy to take on more. Bishan is organizing volunteers.
11. Volunteer Update/ Fundraising/ Events
  - a. Thanks to those who volunteered for the Fruit and Vegetable and Hot Lunch Programs.
  - b. Thank you to the parents who are showing up to Cross Country and a special thank you to Beth Hirsh for organizing.
  - c. We are still in need of a Sports Coordinator - We have Running Club and Volleyball coming up.
  - d. Holiday Bazaar – should be able to run this year, but will look different than before. We will send out more information soon.
  - e. Request for Class Parents
12. Other Topics
  - a. Next Newsletter End of Oct or beginning of Nov.

13. Next Meeting – early December?

14. Meeting Adjourned at 8:10.

**Attendees:**

Susie Car - Principal

Domina Edwards

Claire McClean

Harper Hadden

Alice Z

Julia Whyte

L16 JinJoo

Lisa Jones

Jane Gilleland

Duncan MacDonald

Elaine

Cindy Ng

Aaron Tsoi