

QUEEN ELIZABETH ANNUAL GENERAL PAC MEETING

Wednesday October 11th @ 7:00pm – QE Library

MINUTES

(co-Chairs Domina Edwards / Claire McClean)

1. Annual General PAC Meeting called to order at 7:05pm
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: accepted as is: motion to accept by Harper Hadden, seconded by Claire McClean.
4. Acceptance of the PAC Meeting minutes from June 6th, 2023, as posted on the PAC website: motion to accept Lisa Jones, seconded by Harper Hadden.
5. Vote on the executive of the PAC - nominees are:
 - Co-Chair – Claire McClean
 - Co-Chair – Domina Edwards
 - Treasurer – Harper Hadden
 - Secretary – Lisa Jones
 - No opposition. Motion passes.
6. Principal's Report (Nancy Paget)
 - School organization: a division was added this year; have 316 kids enrolled.
 - Foundation Skills Assessment for Grades 4 and 7 (Provincial assessment)
 - Standardized tests to inform how schools are doing and where further resources may be needed; is not used by the government to rank schools or teachers.
 - Assessments to start next week and carry on through to the end of October; more information is available on the Ministry website.
 - K-7 student reporting: presentation can be found at the end of these minutes.
7. Budget Update (Harper Hadden) and Motion to approve the Budget for the year.
 - Non-gaming budget review:
 - Main revenue continues to be from Hot Lunch; capital campaign funds expected to go as a priority to IT needs for the school; other expenses include funds to teachers for classroom items, website support, safe arrival phone, traffic safety...
 - Gaming: \$5,920 this year; amount is based on the number of students; it's not to be spent on curriculum but rather for other activities such as graduation ceremonies, school teams support, special events

- Donations to the capital drive campaign: tax receipt for over 20\$; can't be specified where the money is to go for a specific class or teacher – it goes to the school and the PAC and school determines where to apply it.
- Questions/Comments:
 - How is money allocated?
 - Discussion at PAC meetings, and in collaboration with the school which puts together a wish list given what the teachers collaboratively identify; budget line items estimate how much would be spent on these items; these PAC meetings are for input from the school parent community to help inform where money should go.
 - This year there are continued IT needs – could donations of second hand computers be accepted?
 - School board technicians only service computers bought through the school
 - Older equipment is not accepted as it may not meet current VSB standards for security and technical requirements
 - Nancy has checked with the district: any used devices would have to be given directly to students for home use and could not be put into school inventory
 - Full time PE teacher possible?
 - Prep teacher(s) are hired to fill preparatory role – “Prep”. Each teacher in the school is allocated prep time under their collective agreement to prepare for classes. Each full time teacher gets 120 minutes per week. The prep teacher(s) are hired to provide prep for enrolling classroom teachers (while also having their own Prep time). Prep is allocated by the district and is based on student enrollment. Currently, PE and music prep. District goal for every school to have a music program in every school.
 - Running club trophies?
 - usually ~ 400\$; Previously done at a year-end awards assembly; if no award ceremony this year then suggest forgoing or doing a year end celebration with just the participants of the running club.
- Approval of budget for the year: accepted; none opposed.

8. Volunteer Update/ Fundraising/ Events

- For school sponsored events: need to read and sign a VSB volunteer code of conduct form; and driver liability form as applicable.
 - Consider to try a video or a deck to share so that don't have to hold in-person meetings to share this information on volunteering.
 - School sponsored events, such sports and field trips, are organized by school staff and require a teacher to sponsor the event/activity. Teachers are then responsible for determining their volunteer needs and will reach out to the school community.
- PAC sponsored events:

- Pumpkin Patch/Fall Fun Event – need help for this still, reach out to PAC and see PAC website
- Holiday Bazaar: planned for December 7, donations being accepted, coordinator for this event being sought; please reach out to the PAC to identify whether you would like to volunteer
- Class Representatives
 - Emails circulated to volunteers to provide support information on their role
 - Still need someone for Divisions 1-3; volunteers identified to take Division 1 and 2
 - Any questions reach out to Lisa Jones
- Sports coordinator role:
 - eliminated role and discussion sought to clarify and outline the process going forward for volunteers of school sponsored events
 - Nancy clarified:
 - Volunteers are valued and important members of our community
 - We welcome volunteers in our school and appreciate their service
 - Volunteers serve in a variety of capacities – in-class, in the school, on field trips, supporting extra-curricular activities
 - Teachers determine the support they need
 - We have a great group of teachers who are interested in sponsoring extra-curricular activities (eg: teams, clubs, etc)
 - Nancy cannot speak to what the past practice has been regarding parent volunteers for school-based sports programs and the method of communication and volunteer access used
 - Nancy follows the District Admin Procedures which clearly outline the procedures administrators should follow for both extra-curricular activities and volunteers
 - School sponsored extra-curricular activities require teacher sponsors. Even in the situation that we have parents coaching, the teacher sponsor is the primary contact with child’s families or organizing other volunteers. Parent volunteers are encouraged and appreciated and serve in different capacities as volunteers (e.g. field trips, in-class, extra-curricular).
 - At the orientation meeting, Nancy provided clarification to questions regarding roles and responsibilities as they pertain to volunteers in the capacity of PAC sponsored activities and school sponsored activities and discussed and reviewed Volunteer Conduct Agreement Form and Driver’s form
 - Volunteers for PAC sponsored community events/activities (e.g. Holiday Bazaar, Family Picnic) are the responsibility of the PAC. PAC sends out communication to parents when wishing to activate parent volunteers and organizes and leads the volunteers. PAC often has a parent volunteer coordinator role for this. As the administrator, Nancy

supports the community events, provides direction, assist with and support PAC in their initiatives.

- For school-related activities it is the role and responsibility of the administrator and/or teacher sponsors to put out requests for volunteers, contact and organize them, review expectations related to the specific event and monitor and supervise volunteers. This is not a PAC parent coordinator role.
- Again, we welcome volunteers and appreciate their support.
- Request heard for clear outline of roles, and how and when school led activities needing a teacher sponsor are decided upon so that parents are able to plan and know what is coming (e.g., volleyball team).
 - Nancy clarified that if there is no teacher sponsor for school-sponsored events the activities do not run and at times, we do not always know schedules very far in advance. Once teacher sponsors step forward, they will communicate with the children and their parents, as they do for any other school sponsored activity.

9. Next Meeting – early December, will confirm with schedules and put on QE PAC webpage.

- Next meeting to include agenda item to further discuss potential role of PAC Volunteer Coordinator role (e.g., Fundraising Event Coordinator) and how to build communication on upcoming potential school-led activities.

10. Meeting Adjourned at 8:45pm

Attendees:

Nancy Paget (Principal)

Cindy Choi (Grade 7 Teacher)

Chelsea Miller (Grade 5/6 Teacher)

Juli Carrillo

Harper Hadden

Andy Reynolds

Duncan Gibson

Beth Hirsch

Sepi Shams

Charles Tsoi

Julia Whyte

Liz Jing

Mark van Vliet

Steve Horovitz

Miao Erica Tan

Lisa Jones

Claire McClean

Domina Edwards

OUR VSB

K-7 Student Reporting

Information for Parents and Caregivers

Student Reporting K-12

Key messages:

- Why is this happening?
- How is it going to impact students?

What is Changing?

What's new

- Student reporting practices align with BC's curriculum and provincial assessment system
- Provincial Proficiency Scale at Grades K-9
- Student self-assessment of the Core Competencies and goal setting, in all grades
- Graduation status updates at Grades 10-12

What's the same

- Timely and responsive feedback to families throughout the school year
- Letter grades and percentages at Grades 10-12
- Written descriptive feedback to accompany scale or letter grade and percentage

Why is Reporting Changing?

- The shifts in student reporting aligns with the redesigned curriculum that was introduced in 2019
- Creates consistency across the province
- Focuses on students' strengths
- Views learning as ongoing

Why is my child not getting letter grades?

The use of the Provincial Proficiency Scale gives students, parents and caregivers a clear understanding of what students can do now and areas for future growth.

The proficiency scale makes learning the focus rather than the comparison with others.

In grade 10-12 teachers will continue to use percentages to report on student learning as post-secondary institutions still use letter grades and percentages as part of the admissions process.

Provincial Proficiency Scale

Emerging	Developing	Proficient	Extending
<p>Emerging means your child is beginning to understand something in an area of learning. They are still learning but may need more support to move ahead. Emerging doesn't mean your child is unsuccessful in this area.</p>	<p>Developing means your child understands some things in an area of learning but still has other areas to work on. Like Emerging, it doesn't mean your child is unsuccessful in this area.</p>	<p>Proficient is the goal for your child. It's also the goal for all students. When your child is Proficient, it means they fully understand the required learning. But it doesn't mean their learning stops.</p>	<p>Extending is when students show a deeper understanding. It's when your child is able to apply their learning in new and different ways. Extending is not the goal for all students in every area of learning.</p>

What can families do to support?

Talk to your child about:

- How are they doing?
- Where are they going (what do they need to learn)?
- How do they get there?

Ask the classroom teacher how you can support your child at home

Attend parent and/or caregiver/teacher conferences

How will I know how my child is doing?

Reporting Schedule

Informal Learning Updates (conferences, portfolio sharing, etc)

October 25th & 26th

February 7th & 8th

Written Learning Updates

Friday, December 1st & Tuesday, March 12th

Summary of Learning

Monday, June 24th

When you have questions

- Talk to your child's teacher
- [Look at BC's Curriculum](#)
- [K-12 Student Reporting Information for Parents and Caregivers](#)