

SJD PAC Meeting

DATE: 19 October 22

TIME: 6:30 pm - 8:00 pm

LOCATION: School Library

Attendees:

In-person: Corey Kowal - Secretary, Rebeca Lonzano, Michaela Evanow, Emilie Atkins, Gordon Davidson, Mallory McGowan, Natalie Tokgoz - Past President, Liz Steffanick - VP, Emily Hull, Barb Mikkelsen, Amber Allan, Brad Hallam - Treasurer, Kate Molloy, Sarah Causton, Jenny Stoldt - Communications, Casey Austin - Chair, Josee Paris - Principal

Missing: Roxanna, Cheryl R

Meeting Minutes

1. Introduction & Welcome

- Territorial acknowledgment
- Introductions

2. Updates from 22/23 Committees

Fun Lunch Committee

- other than a few hiccups with delivery times - event went well
- will ensure vendor has product available for pick up by 11:00am
- difficult to provide a non-dairy beverage option other than milk - possibly Bubbly

ACTION: Roxanna to confirm when volunteers should arrive to school

ACTION: Roxanna to confirm if vendor will still sort by division or not - may impact number of volunteers needed

DISCUSSION: Create a Sign Up Genius for volunteers and have class reps either help out themselves or encourage other parents in their classes to assist

DISCUSSION: Josee suggested having students from each class come down to pick up their baskets

Active Transportation Committee

- Walk and Wheel well underway and will continue until October 28
- Still seeking volunteers to help!! Sign up [here](#)
- Committee will be reviewing the length of the event, one month might be too long given volunteer commitment needed
- A feedback and improvement survey will be distributed to parent community
- Pedestrian activated crosswalks are being planned on Fairfield at Memorial, Stannard, Wildwood and Kipling

ACTION: Improved communication required for May event - BARB/CASEY

ACTION: Priority review needed to ensure families with disabilities are able to access the school - BARB

ACTION: Hold a parent education session by CRD to parents prior to May event - BARB

ACTION: Follow up with the city required for Fairfield and traffic calming - CASEY

ACTION: Put up th 5 min map in the school showing the alternate routes to school

ACTION: follow up with the city required for Fairfield and traffic calming - CASEY

Halloween Bash

- Professional DJ secured, lights, music - thank you Janessa S!!
- Quiet room in the library. Looking for “loose parts” items. Will be sent out via the class reps for assistance.
- Popcorn machine & cotton candy machine will be set up outside because it sets off the smoke alarms
- Thrifty's could not set up a table but have provided a \$200 smile card for the event
- Home Hardware Ross Bay cannot set up but have offered new decorations

ACTION: PAC will purchase candy that is peanut / wheat free

ACTION: Stephanie has secured vendors to work the games tables but we still need to come up with 4 games

ACTION: Stephanie to ensure the businesses that are coming bring lights and extension cords because it will be dark outside on the basketball court

ACTION: Stephanie to work with Roxanna/Liz to see what is needed and then will shop at Home Hardware

VCPAC

- nothing to report back from VCPAC as Corey has recently agreed to take on this role
- Custodial Cuts - SJD shares a custodian with another school which proposes health and safety issues and is not sustainable

ACTION: Liz to create a parent petition to be distributed via the class reps and Corey will report issue to VCPAC

ACTION: Encourage parents to also write to the school board on custodial challenges

3. Budget/Financials

- \$9,100 received in gaming grants

Operational budget changes APPROVED by PAC:

- \$50 for printing
- \$750 for PAC meetings (was \$500)
- \$200 for clubs (was \$300 now \$500)
- \$2,000 for events (\$1,200 for pancake breakfast, \$500 for Halloween Bash, Spring Fling - TBD)

ACTION: Approach with Pizza Hut (or other local pizza vendor) and see if they are able to supply pizza for PAC meetings - Roxanna?

Contribution Drive Update:

- 15% of parents responded to the contribution drive so far, still have a way to go!

ACTION: Brad is currently reviewing payment options for parents during the Halloween Bash (e.g. Square or something similar)

ACTION: Add contribution drive to the hot lunch payment screen - JENNY

ACTION: Add Contribution Drive Thermometer to a more visible location in the school (i.e. in the SJD PAC board outside, but also the box outside the office)

Playground Budget:

- There is a line item of \$11,000 that is earmarked for playground upgrades only - was a donation from a former parent of SJD student
- There are still 2 phases (Phase 2 & Phase 5) outstanding from the playground upgrades but the \$11,000 does not cover what is required

ACTION: Roxanna to bring playground plans and updates to the next PAC meeting

ACTION: Brad to discuss with the bank about investing opportunities of the \$11K

4. Class Reps

Kate Molloy has volunteered to be a Class Rep Coordinator!

- ❖ to be the liaison and conduit for PAC to class reps and to send information in a priority/timely manner depending on what is happening in the school at a given time to share information & volunteer opportunities
- ❖ PAC → Class Reps → Parents

ACTION: Kate to remind class reps about the following as events are approaching or underway)

- Volunteers for the last few weeks of the Walk and Wheel month
- Looking for items for the quiet space in the library for Halloween Bash ("loose parts": cool natural materials, papers, wood, wool, shells, fabric, buttons, etc)
- Sign petition regarding custodial services
- Encourage fun lunch volunteers signup - Next Fun Lunch November 9th

5. Agenda Additions

Emporium

- Promotes financial literacy, environmental impacts
- Kids shops for second hand gifts for 2 family members
- Donation drive from the parent community and fundraiser for the PAC
- Committee yet to be formed but definite interest
- DATE: TBD

5. Principal Josee Paris

Emporium

- cross country meet next Tuesday, October 25 and the final meet scheduled for November 4, location TBD
- assemblies will be returning to SJD! Mini-assembly training happening now.
- Foundation Skills Assessment (FSA's) are happening at the moment for Grade 4 students (reading, writing and numeracy) - students will receive the results in a sealed envelope
- Black and orange day for Halloween on Oct. 31

ACTION: Josee to have facilities replace the missing basketball hoops

DISCUSSION: Cheryl Rolston - VP has a conflict with the PAC meetings and is asking us to consider moving two meetings to another date so she is able to attend