



Wed., Feb. 21st, 2017

Attendees: Jordon Randall, Sherry Breshears, Lisa Patterson, Kimberly Richmond, Joyce Chow, Emily S. Amarjit P. Carey M.. Sara M.

- 1. Welcome and introductions:**
- 2. Motion to accept minutes from PAC Meeting January 16th, 2018:**
 - a. Motion by Jordon Randall and seconded by Joyce Chow
- 3. Principal's Report (10 mins): Margie**
 - a. Margie purchased 10 ipads for resources department and will be putting on reading/spelling apps
 - b. Project chef is happening may 7 to june 4th or 5th
 - i. Staff and students excited about this happening
 - ii. Connecting to indigenous foodscape grant and talking about the plants we grow.
 - c. Dance march 1st and 8th for kindergarten to grade 2. Dance and movement instruction
 - d. K registration at 25 students. K choice programs have gone out and have 48hrs to accept or decline. After that we'll find out what our final student count is. Chances of cross boundary transfers are slim due to space constraints.
 - i. Late registrations after feb 1st are subject to availability in your home catchment.
 - ii. We keep 1 or 2 spaces open for people moving into catchment so they have a place to go.
 - iii. Don't see a change in the number of divisions at this time.
 - e. Margie is working on communicating student learning and there is an information session March 6 at Van Tech. This is an opportunity to give feedback. Margie is inviting the PAC or a representative to attend and collect information.
 - i. **Action Item:** We could do a feedback form to the PAC and send to margie once completed.
 1. Some found that waiting for a report until january a long time
 2. Found that the written comments more thorough



3. Liked the opportunity to have 1:1 time with teacher /wo kids present
 - ii. Need to schedule a 3rd informal parent teacher feedback session.
 - iii. There are 2 written feedback in January and June
 - f. Cell phone policy
 - i. Should not be seen during school hours.
 - ii. Should not be playing games or taking pictures of other students.
 - iii. School has no control if they're lost or taken.
 - iv. Some teachers have confiscated phones if they're misused.
 - g. Earth day celebration on april 20th and connecting to the indigenous garden with potential support from the VSB. this will be an afternoon event with trips outside. Requesting parent volunteers to help with stations.
 - i. **Action item:** to put on event list and ask volunteers
4. **INFO ITEMS (READ ONLY - no discussion)**
- a. Hot lunches in March 8th (Vancouver Soup Company) and 15th (Fresh Slice?) - dates tentative
 - b. Exec elections upcoming - openings for Chair, Treasurer, Members at Large (Is anyone else planning on changing positions/stepping down?) We should start planting the seeds early - by word of mouth?
5. **DISCUSSION ITEMS (5 mins each):**
- a. Spring Manure Sale (Julie)
 - i. date established?: **March 10th** at Garibaldi time: 9 to 3pm
 - ii. Volunteers contact info - off PAC survey (Emily).
 1. Looking for volunteers from 8:30 to 3pm
 2. We have passed volunteer info from the recent survey
 3. **Action item:** post pre-order and parent volunteer sign up on the arlordpac.ca website
 4. Volunteer opportunities
 - a. Clean up/teardown
 - b. Shovelling
 - c. Make sandwiches/coffee/tea
 - d. Child care
 - e. Driver for deliveries



- f. People to hand out flyers and posters before the sale
 5. Proceeds of sales will be split 50/50 if our amount of volunteers are about equal
 6. Thoughts about delivery. Need to have people pre-pay so we dont have to worry about collection or not having people at home at time of delivery to collect. Would like to be able to just drop off the bags.
 7. **Action Item:** Asking school to have teachers announce in class, put in agenda and possibly handing out to students as a flyer or leaflet.
- b. Neighborhood Scoot updates (Julie):
- Jason and Julie had a meeting after last PAC meeting
 - May 25th which is a Friday at 3:30
 - Behind community centre at spray park
 - Up pender to windermere, to empire field, past barns on PNE grounds, by lake and end at renfrew/hastings and rereturn to park.
- Hot dogs, bbq, cotton candy.
 - Get someone to do bike tuneups. Community policing will do bike theft registration
 - Face painting, etc.
 - Jason has already started talking with community centre and offsetting costs of hotdogs. Will reach out to Donalds for some donations.
 - We wont close the street or anything as this isnt a residential street so we dont qualify for
 - Why: this isn't our end of year event. We have a grant for this and its just a way to give back to the community. Deadline for grant funds may 31.
 - Who: after school care, school and open to community.
 - **Action Item:** create flyer and give to Emily to print/copy. (jordon or joyce)
 - **Action Item:** post at community centre and post at hastings sunrise facebook page
- c. Movie Night updates (Jordon/Deniz):
- i. Back burner due to bandwidth concerns and cost of licensing a film
- d. Ultimate Frisbee (Kasey McCandless):



- i. Frisbee program has doubled in size at 32 kids in intermediate, and 17 at primary. Equally represented of boys and girls.
- ii. Practices, games and clinics from professional coaches. Two tournaments and a trip to Bowen Island.
- iii. The clinics come to the site and charge \$50 for an hour. Two clinic sessions are booked for 3/4s and 3 clinic sessions for 5/6s. With teacher participation in clinics they get professional development on how to run this in the future.
- iv. The program has funds to pay for one of the clinics. Asking for \$250 for 5 sessions, and buy some frisbees (x5) at \$10 ea. Potentially asking for jerseys.
- v. Discussion around school jersey that the school owns, or t-shirts that the parents get to keep vs t-shirts for an activity that the kids get to keep. Also discussion around whether the PAC should support this one team or all teams.
- vi. Sara Martin moves that the pack spends up to \$350 for ultimate which includes 5 clinics, 5 frisbees and a backup to children who wish to get a t-shirt and can't afford it.. Emily seconds. Passed unanimously.
- vii. Margie looking into logo rebrand and jerseys for next year.
- e. Establish fundraising goals/purpose (continued):
 - i. Margie's comments and suggestions
 1. Athletic wear and school spirit
 2. Resource support, materials and technology /w apps
 3. Technology in general (computer lab)
 - ii. Previous conversations around broad strokes such as fundraising for equipment and technology.
 - iii. Discussion
 1. We could designate each fundraiser for a specific activity/goal
 2. We need a goal, on the books that drives fundraising instead of fundraising for the sake of fundraising. Most of our funds come from grants and Revenue Generating Activities
 3. Staff could ask for more for their classroom activities or specific initiatives
 4. Use this as a goal for September



5. Jordon brought up that we can have a three item priority of General Classroom Funds, Jerseys and Technology for Resources and Computer lab for 2018/19.
6. **Next Steps:** Margie to have a discussion with staff to see what their needs are. By April we will have some school derived priorities

6. MOTION ITEMS (items that require motion/vote):

- a. Motion (By Emily) to put \$300 (from hot lunch profits so far this year) toward setting up online payment for hot lunches with **Munchalunch** - for next school year.
 - i. School Survey results for online ordering/payment - a majority of parents who completed the survey wants this. It can be covered in the profits of one pizza lunch. It will save HOURS of time for the hot lunch coordinators, regarding collecting and tallying order forms, contacting parents with incomplete orders, late orders etc.
 - ii. \$300 covers admin fee for the school year. For first year we would get \$90 off (so \$230). Other companies are not local (Alberta/USA). Have spoken with several parents that use system and all have approved. This is a local company, started in North Van.
 - iii. 250 of the 450 schools that use this program are in the Lower Mainland.
 - iv. Lunches would be set up for (for example) 3 months at a time. Parents can sign up for lunches all at once or one at a time. You can cancel order within a certain timeframe.
 - v. Payments can be: credit card, visa-debit, mastercard debit, pre-paid credit card, cash (still put in box) but order online, cheque (still put in box) but order online. As admin, can still collect cash/cheque payments in PAC box and process payment through online order system.
 - vi. Emails parents before hot lunch to remind them of upcoming lunch. If admin enters "Div 4 has a field trip that day", system will remind parents of Div 4 kids that they have a conflict if they try to order for that lunch.
 - vii. Credit card/order Fees built into lunch cost. 2.9% finance charge for credit cards - must work that into cost. It costs 30 cents per order (i.e. if a parent orders all their kids lunches for 6 lunches, costs US 30 cents - if parent orders one lunch at a time, costs 30 cents each time). We would encourage parents to order in bulk... so a \$5 lunch is \$5.15 - and think about 30 surcharge.....(at most \$5.45)
 - viii. Can use for any fundraisers i.e. photo night - set up schedule and payment for both using MunchaLunch....
 - ix. Parents who cannot pay can still put hard copy order form in PAC box or put order online and just wouldn't process a payment.
 - x. It can keep tally of sales/profits for each lunch.
 - xi. Discussion
 - \$300 for online payments with Munchalunch for the next school year starting in September.



- Survey completed and a majority of parents want the option to do this online
- We could cover the cost with one extra pizza lunch.
- The biggest benefit is saving our two core volunteers massive amounts of time.
- Other benefit is that a form can't be completed if its not done properly.
- Anecdotally, parents use the program love it, and it's hyper local owned and operated out of north vancouver.
- We would put all the lunches for the entire term at once and parents could register them all at a time..
- People can pay for an entire term or lunch by lunch. And the system wouldn't allow parents to order lunch if their class is going on a fieldtrip.
- Payment processing is an issue. Kimberly wants to feel comfortable with how to arrange the bank account. Stripe is a 3rd party payment processor that munchalunch uses.
- **Decision:** defer motion until april so the treasurer has more time to do research on how to accept payments into a PAC bank account and maintaining financial control.

7. Additional Points of Interest (Time Permitting)

Meeting adjourned at: 8:05pm

Next PAC meeting: No meeting in March -next meeting April 10th tentatively.

PAC GOALS

- *To advise the Administrator & Staff on parent views about school programs, policies, and activities.*
- *To communicate and promote co-operation between the home and the school in providing for the education of children.*
- *To assist and advocate on behalf of parents, caregivers, guardians and students.*
- *To organize activities & events for the purpose of fundraising and/or for promoting school and community involvement.*



AR LORD PAC

AGENDA