MONTROYAL PAC MEETING MINUTES
Tuesday, November 15, 2016 1:00 – 3:00 p.m.

1. Welcome/call to order

Meeting started at 1:03 pm by Carol Sartor, MPAC Chair.
Quorum achieved with 12 people in attendance.

2. Approval of Agenda

No changes noted to the Agenda for this meeting.
Agenda as posted approved by Dave Smail and seconded by Nina Velasquez.

3. Approval of September 29 minutes

No changes, questions or comments for the September 29, 2016 MPAC meeting minutes.
Minutes as posted approved by Yvonne Smith and seconded by Leanne Jensen.

4. What's New At Montroyal – Carol Sartor, MPAC Chair

Carol welcomed everyone to 2nd PAC meeting and gave thanks for holding meeting on indigenous lands.

Updates:

Holiday market

- Boxes located just across hall from multipurpose room. All information located on MPAC website. There are tables available. $25 full table; $12.50 for 1/2 table.
- Table issues – school is short a few tables; Lorna indicated that she talked to Yvette and all has worked out.
- Purdys delivery – usually need extra tables for grade 7s – both for Purdy's and other fundraiser (popcorn) at Holiday market.
- Market looks for gently used/good condition things; this is a great chance for kids to do their xmas shopping; items for sale at prices kids can afford.
- Market deadline for wreath orders is this Friday November 18th.
- Any questions can be directed to Yvette Scott, her email is listed on MPAC website on the events page.
- Parent Question – is the market no longer Christmas Market but rather Holiday Market? Carol confirmed the name change, still has Christmas theme, but calling it Holiday Market is more inclusive of all celebrations and traditions through the holiday season.

- Giving Tree – Jen Roberts and Janette Ferber are managing the Giving Tree this year – items will be collected for the bureau; will be for multiple families. Gift ideas will be on the tree, then deliver to the tree with the tag from the tree.

Safety/Road Traffic

- An update was out last Sunday regarding proper usage. Carol reviewed the challenges of not following the rules – i.e. top of the line loads/unloads, ONLY top of the line should pull out. Grade 5's Move It team – goal is to keep traffic moving. They will ask driver to circle the block if your child is not there. The kids are getting used to volunteering; please respect these volunteers as they are excited and all want to keep them enthused about giving their time for traffic patrol.
- Parking – we are lucky for the amount of parking near the school where we are. Other schools do not even have enough staff parking.
- Parking on lots – other than Mont Royal family parking (designated spot), **no one** should be in the parking lots. It a makes it very dangerous if too much traffic. If there are extenuating circumstances – please talk to Tracey Todd to make special arrangements.

- **IT IS STAFF PARKING WITH EXCEPTION OF THE ONE SPOT.**

- It is important to note that on the parking lots, there are children also coming from behind and cutting across them.
- PARENT QUESTION – when it comes to the traffic rules, is it being asked or is it being told to parents? Carol – our website tells exactly what parents can do vs. can't. The website has all the details there.
- PARENT QUESTION – what are we doing re those who don't follow rules? Carol – has asked parents who volunteer traffic to report to Carol or Tracey Todd to deal with the individuals.
- Parent comment – what about setting up some sort of railing system so that kids line up behind and then very clear where the kids get picked up/dropped off.
- Parent comment – can it be mentioned in Strong Start? Carol has in the past, will talk with current strong start teacher.
- Parent comment – can it be included with Class rep messages; may have more impact if directed specifically; Carol indicated after holidays would be good to do that.
- Discussion re if teachers could be involved – was pointed out that North Van School district does not have that in the contract – W. Van requires a teacher out there.
- Parent comment – what about community policing concept? Carol spoke about having done this with speed traps in the past; also have our police liaison that can be present at our school as part of their rotation.
- PARENT QUESTION – take-away? We are going to have our enforcements out there; we will continue communication and will work with Tracey.

November 9 Parent Night Evening

- Parents Guide to Playground Issues & friendship concerns
- Only 8 attendees were from Montroyal; 20 overall; funding can be achieved from DPAC as other schools attended.
- Concerning as this was a topic brought to PAC exec as a big concern at this school and only 8 showed up.
- Webinar was suggested for future as it is difficult for people to get out.
- Feedback from attendees – useful practical information; especially good message about modelling i.e. how parents communicate/what kids see.
- One parent indicated didn't see any info on it until day of – reminders had been sent out on weekend MPAC emails; posters at school; send-home flyer with kids.
- Dave (PAC vice-chair) – need to maybe as a PAC pick four events a year that is a direct message from PAC.
- Comment – wondered if it would it have more impact coming from principal vs. PAC only?

Report Cards

- Ministry of Education looking for feedback from parents; there is a link that has been on some email communication; takes about five minutes to complete. Parent comment – may be easier to fill in after getting the report card.

Parent Night Out

- Will hold a parent night out once a term; please come out and enjoy as great chance to meet others in school community.

5. Principal/VP reports – Tracey Todd

- Ministry not quite finished with overall form of report cards; will still have some tweaking but is one that feedback will be good to get for going forward.
- Tracey passed around a sample of the template currently being used.
- Information still the same, but just a different format. Biggest difference – will be sent home electronically, NO PAPER COPIES. They have been working hard to ensure that emails correct; have been double checking the ability to receive the emails and that database has all the right contact emails.
- Tracey said some things like arts split down, i.e. music, drama, and fine arts – not all reported on each term.
- PARENT QUESTION – is this report card being used across province or just district? Does this begin a pathway for understanding of what expected of them through the years? Tracey – just district (same info different format); this at this point is a report to parents/snapshot, kids set up

via goal setting with teachers, this is what provincial government is reviewing and that is why asking for feedback. Investigating different ways of reporting and needing feedback from those the reports are meant for.

- Kev System: is it in our best interest as a PAC to get families to use the Kev system now? Tracey – better to do by next year, not sure if ready by Sept. Cash Online system is Kev System – is the system that registers you – donations to the PAC, band and strings.
- Phone tree – there is a handout that came home. Brief discussion regarding the power outage from last year during school hours. Explained emergency release (only to families listed on emergency release form) vs. controlled release (ok to release to an adult).
- Communication: send a school Connex (phone call/voice mail), email; Montroyal twitter account being developed.
- School Connex is a system that has all the contact information – can send message to 400 people within 5 mins. Unless catastrophic situation has all options available to send out the message.
- In event of release and kids left at the school – will check with PAC etc and class reps to see if any other numbers known of parents of the left kids.
- Also, schools will contact radio stations to provide information if phones down.
- One class had phone tree set up; Carol gave parameters needed to be followed in order to release it, and almost immediately system broke down.
- Twitter account also will be used to follow general Montroyal stuff going on – assemblies etc.
- **There will be a practice emergency release later during this school year**.
- PARENT QUESTION – what if Tracey not on grounds? Then to Susan Teegan, vice principal; if both not here, teacher in charge – Janet Scott.
- Carol pointed out that each room in school has the emergency back-packs. Carol discussed the importance of families and homes being prepared, not just at the school. Touched on upcoming meeting in January that will be about the entire school emergency plan; how to create a home emergency plan. Will have a lot of very useful, practical points and information brought in.
- PARENT QUESTION - Can we get an e-copy of the emergency information pamphlet? Carol will seek one out and can distribute via class reps.
- Please keep Diane in the office up to date on contact numbers .

Table tennis

- Very enthusiastic and well received at the school. Going to try to set up an afterschool time in January. Introduced into grade 1 and 2.
- Great book fair; peer leaders in lower playground now; very nice Remembrance day service; really good global learner day – learned about school and learning from around the world, games from around the world, a lot of games are familiar to students.
- Parent comment – would be great if there is some sort of take-away to go home; Tracey indicated that each teacher researches and can share some of the information. Parent said kids

wanted to play game at home, took awhile to find out what the game was, even name would help.

- Halloween parade – the day was great, lots of fun, then rest of the week was a bit rough (tired, too much sugar etc).
- Carol – could we look at over next few years, having a pd day following Halloween? Tracey indicated yes this could be looked at; usually like the Monday/Friday but could look at day following Halloween.
- Carol thanked Tracey for her time.

6. Financials – Scott Taylor

- Not too much report so far this year as early in year; gaming commission came in, noted readjustment of hot lunch session one and two as session one is much shorter. Scott noted that we make a lot off the hot lunch program, if we had to pay our volunteers we would not profit**, so very big thank you to hot lunch volunteers**.
- Thanks to Carol for successful and budgeted welcome back bbq.
- A few expenses in (coffee etc at iwalk etc) but expecting others over year.
- Statement of reserves and surplus – opening numbers were from end of June; laptops paid for in last month; current contributions now have technology reserves at 2080 and playground reserves at 11750.
- One note from Tracey – one smartboard has recently died.
- Note that all these documents are under About Us in the website.

7. Any reports/questions

- Please see the MPAC website for updates on reports

8. Presentation – Montroyal Elementary School Outdoor Environment – Dave Smail, Vice Chair

- Feedback all around has indicated interest in creating outdoor learning space at school. This has come from parent survey and feedback from teachers. All this has been presented to Mrs. Todd as it is school property.
- The purpose of this presentation is to start the conversations and see what can Montroyal feasibly do and what is realistic. Nothing in this presentation is carved in stone or at this point moving forward.
- Environment considerations include:
  - Playground equipment and space
  - Learning areas and classrooms
  - Connecting pathways – accessibility for all.
- Showed a slide of what a class could look like; concept of what it could look like.

- Dave discussed how Pauline Johnson did it and showed pics of what it looks like now. Include a healing circle, wetland (pond space) created from water off road area. Showed sponsors of the program at PJ. Although PAC will take on fundraising, would also need the sponsors.
- Presentation also included information on benefits to children – helps connect children to the environment that can last a lifetime; always learning and helps kids thrive when exposed to different learning environments.
- **Well defined trails accessible to all!!**
- MPAC interest – outdoor environment ranks very high based on parent polls; while it leans toward outdoor environment, it most definitely includes playground equipment.
- Lower playground – wood structure is safe and secure. School district has given no edict to remove; Tracey remarked that it is aging and needs replacement, but indications are that maintenance can keep it going at this point.
- Will reduce perception that outdoors is only for play and indoors for education; integrate the learning experiences of life indoors and outdoors. Currently students taken outside for various learning experiences and there is potential exists for many more learning opportunities.
- What is needed?
    - Concept phase –
    - Teachers and school district – info will come back in Feb 2017; after that, will get parent input.
    - Showed slides with options 1 and 2. Additional installations – playground equipment; healing circle; stream redesign; pollinator projects; bat houses; outdoor stage; awning over courtyard.
    - Reviewed concept for what is needed – planning, feedback, drafting, surveys, etc.
    - Drafting plans – April, poster presentation - May – possibly something in June?
    - Will need: Architect (parent from school community offering to come in for no cost); surveyor, biologist consultant; structural and geotechnical engineer
    - What is needed: Funds - Will be a legacy project. Likely #$15000 to $30000 budget as a guess.
    - Support will be needed: Fundraising – hot lunch revenues, cheque drives, and something-a-thon; other could be sponsorship; apply for grants; donations of time, materials, compel SD44 to add this project to their insurance coverage.
    - Reviewed possible use of funds distribution – professional fees, material suppliers, installation equipment, transport, labour, insurance

- Ongoing communication – this is the start – this is just the first of many conversation that will help to provide something for the outdoor learning environment.
- Parent comment – is important to not only get admin, teachers and parents involved but also get the feedback from the kids.
- Tracey – do have to make a balance so that area not desirable for unwanted behaviour in the evenings/weekends.
- Carol - we are very lucky to have the natural playground we already do; this is about taking what we have and make it better. It is taking this and making the classroom not just the classroom but taking

it into the environment learning about. Want it to be engaging and accessible. Requests for help will be coming.

- Carol thanked Dave for his time and efforts on this, look forward to more information in upcoming meetings.

With no other questions, comments or concerns raised, meeting was moved to adjourn.

Meeting adjourned – 2:55 pm.

In attendance:

Carol Sartor	Andy
Helen Casey	Scott Taylor
Tracey Todd	Lorna
Dave Smail	Leanne Jensen
Christine	Ingrid
Parent	Nina Velasquez
Sandy Milone	

Next meeting is Emergency Preparedness Meeting
Mark your calendars for Wednesday, January 18, 2017!