



**MONTROYAL ELEMENTARY SCHOOL PARENT
ADVISORY COUNCIL MEETING AGENDA:**

November 29, 2023

Date: November 29, 2023

Time: 7:30 pm

Location: Remotely via Zoom

Parent Attendees: T. Buys, C. Garnis, M. Allan, D. Allan, S. da Silva, A. Kellaway, H. Melendez, B.Kelleher
Djurdjevic, A. Walters, Antonia

Administration Attendees: D. Beveridge and L. Lipp

1. Call to Order – 7:31pm
2. Establish quorum – Quorum established
3. Approval of agenda
 - T. Buys asks for motion to approve agenda
 - A. Kellaway makes motion
 - B. Kelleher Djurdjevic seconds
 - All in favour, passed
4. Approval of previous meeting minutes
 - T. Buys asks for motion to approve agenda
 - A. Kellaway makes motion
 - B. Kelleher Djurdjevic seconds
 - All in favour, passed
5. Chair Update (10 min)
 - T. Buys encourages everyone to come out to the Holiday Market.
 - T. Buys provides a quick update on the traffic management. Says the traffic management seems to be going very well. In some cases, we have been leaving the traffic cones overnight and the traffic management is working pretty well with it unmanned
 - The traffic cones are functioning pretty well.
 - We have the volunteer sign-up sheet available for anyone that would like to help out with traffic management.



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6. Teachers/Staff – Request for reading support

- Attending this month's PAC meeting on behalf of the primary grades is Letitia Lipp. Primary teachers are requesting books with specific phonic patterns. Currently, the primary grades are sending home printed copies to students to practice
- The primary teachers are learning the science of reading and found that teaching phonics systemically is effective
- The primary grades are requesting hard copies of the Decodables to have in the classrooms
- D. Beveridge mentions that the staff would like to move Decodables to the front of the line in terms of priority
- T. Buys asked D. Beveridge the cost and says it will cost about \$1,350
- If PAC is able to approve these costs, then every primary class will have a set of Decodables

7. Treasurer update (10 min)

- Anne-Marie provided us with an update
- October is four months into the fiscal year
- Hot lunch which is usually our biggest earner is not profiting as much thus far (compared to last year) which is slightly concerning if we project into the year
- If we project our current hot lunch trend, we're looking at earning \$15,000 instead of \$25,000 (from last year). Therefore, we need to be mindful that we might be \$10,000 behind on hot lunch
 - i. D. Allan asks what are the reasons for the hot lunch deficit this year. A. Kellaway responds and says reasons are unclear as we have no prior data to compare trends. However, A. Kellaway notes that all the vendors this year are new. A. Kellaway suggests we do a hot lunch survey to ask parents their experiences and feedback regarding hot lunch this year.
- Our spending budget for this year is approximately \$43,000 and we have spent \$16,500 to date
- A. Kellaway is hoping that upcoming events might help with the profit (ie. Jogathon, etc.)
- There were suggestions of a cheque drive or another fundraising initiative to make up the lost from hot lunch
- We discussed as a group that we should brainstorm and propose suggestions to fundraise



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8. Principal/Vice Principal Update (if any)

- D. Beveridge would like to thank all the volunteers helping with the traffic management
- D. Beveridge says it is time to renew the company to do the school's class photos and individual photos.
- Report cards will be released on December 15
- D. Beveridge has been having talks with the District regarding before and after school care in the multi-purpose room. There seems to be an appetite for afterschool care for the kindergarteners. We will ask parents for their input as we get closer to deciding. Aiming to secure the program through the District after the March break.
 - i. H. Melendez asks if we can use the StrongStart space for before and after school care. D. Beveridge says that that could be a possibility. The District comes and analyzes the rooms and determine the distance to the washrooms, the kitchen etc. The location of the multipurpose room is easier.
- Currently lots going on in classes and most teachers are currently focussed on getting their report cards completed

9. Traffic management update – Rob

- Rob was not available to make a comment regarding traffic, however, T. Buys did briefly comment on the situation earlier in the meeting. See notes above.

10. Trimming of the hedges/plants in the walkway

- M. Allan had a question regarding the hedges/bushes between the lower teacher staff parking lot and the walking pathway for students. She said most people do not like the hedges and feels like a hazard (especially on snowy days). M. Allan is asking if there is a possibility for us to trim it back.
- D. Beveridge answers and says that he will have a new grounds manager on-site. He will walk the space with him and have a conversation. There will also be a snow plan.
- In addition to the trimming of hedges, we need to be proactive about the pathway being cleared, plowed, and salted on snowy days now that we are unable to use the lower staff parking lot as a means to get to class
 - i. H. Melendez commented that at Upper Lynn Elementary, they have requested parents to volunteer to salt the grounds. Suggestions about putting up a sign up sheet so parents can volunteer to salt and/or shovel the snow to keep pathways clear and safe



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11. Update on Programs – Heather Melendez

- H. Melendez confirms that the current after school programs have all agreed to continue after December.
- So far the feedback has been positive
- May secure Grit after school care after the Spring Break
- Also looking to see if we have the program secured with the district

12. Other PAC Executive updates, if any (5 min)

- C. Garnis from Events and Fundraising wants to remind everyone that the Holiday Market is this Friday (December 1). Spread the word. Come and enjoy the variety of food options this year. It will be fun and a great way to meet the community
- General comment from the PAC Executives is that we need to identify areas we are trying to fundraise for which will help with our messaging if and when we do a cheque drive, etc.
- PAC Executives discussed getting together in December or a quick vote regarding the reading material requested by the primary teachers

13. General Questions (10 min)

- Antonia asked if the PAC can release tax receipts if we plan on doing a cheque drive etc. This might be an incentive for parents to donate

14. Adjourn - 8:32pm

Next Meeting: February 28, 2024