



## **MONTROYAL ELEMENTARY SCHOOL PARENT ADVISORY COUNCIL PAC MEETING Minutes**

**Date:** October 18, 2018

**Time:** 7:30 pm

**Location:** School Library

1. Call to Order
  - Meeting commenced at 7:34 pm
2. Establish quorum
  - M. Waldhaus acknowledges that there is quorum
3. Introduction of new PAC members
  - Each PAC Executive introduces themselves
4. Approval of agenda
  - M. Waldhaus reviews the Agenda amendment and asks for motion for approval
    - Seconded by M. Allison and N. Montgomery
5. Approval of previous meeting minutes (from May 24<sup>th</sup>, 2018 AGM)
  - AMENDMENT (20181017): The 2017/18 AGM meeting minutes get approved at the 2018/19 AGM.**
    - Seconded by M. Allison and N. Montgomery
6. Chair update
  - M. Waldhaus and W. Dombowsky provide Chair update (refer to presentation dated Oct 18<sup>th</sup>, 2018)
  - Questions/Comments from Floor:
    - Yearbooks – M. Enns has received an e-mail from a grade 7 parent that has come forward to finish the yearbooks
      - **Action: M. Enns to forward contact to M. Waldhaus to follow-up**
    - Handsworth Rep – M. Enns has volunteered to be the liaison between Montroyal and the Handsworth broader fundraising efforts
    - Safety Committee – B. Dunnigan indicates that she met with a district representative to talk about safety concerns and through that discussion she learned that there is a traffic coordination program that the district has that we could get at Montroyal. We would need to advertise for the Safety Coordinator position as well as for interested parents to support.
      - **Action: B. Dunnigan to send us a summary/description of what she has learned to M. Waldhaus**
    - R. Cramer provides update on the session with the North Shore safety Council that she arranged for October 25<sup>th</sup>
7. Treasurer update



- H. Hill provides budget update and indicates that the full budget is posted on the PAC website
  - Indicates that overall there is a surplus of approximately \$70,000. Some of this surplus is allocated to technology and some to outdoor playground
    - **Action: H. Hill to look into what happened with the ipad purchase last year**
  - H. Hill updates that Shannon Harris has stocked the emergency bin therefore the existing budget has been allocated
  - H. Hill updates that Hot lunch is tracking well and that most people paying with credit card; H. Hill is working with the HotLunch Coordinator to automate the vendor payment system (more to come on this)
  - M. Waldaus and H. Hill review open Treasurer position; position has been advertised on PAC website
8. Functional Area updates
- Communications
    - Z. Samwell provides update on communications priorities
    - H. Hill adds that Jessica Wang will be creating PAC e-mails for Executive members to ensure smoother year over year transition
  - Fundraising
    - R. Cramer provides update on fundraising plan for school year and takes comments from floor into consideration
  - DPAC
    - T. Hall indicates that there is no update at this time as the first meeting is October 29th
    - M. Waldhaus asks parents to e-mail the DPAC e-mail with questions for the district to take forward
9. Committee updates
- Programs
    - N. Montgomery provides update on behalf of the Programs Committee (full update can be found on PAC website)
    - Programs is currently looking for a Ski and Snowboard Coordinator
10. Other: Event Coordinator
- Belinda Tang has volunteered to take the role; R. Cramer puts forward motion that B. Tang take Event Coordinator role and Rebecca Meyer has volunteered for support role
  - M. Waldhaus asks if all in favor; all agree
11. Items from the floor
- J. Hill joins the meeting to review the need for stage as the District has changed their policy with regards to providing stages to schools; they will no long be providing rental stages, instead they will be buying lower quality stages for the schools that do not have an existing stage
  - As Montroyal has an existing stage the school will not be eligible for the District purchase
  - J. Hill has approached the company through which the stage is typically rented and asked for a quote to purchase; the quote has come back at \$9,000
  - H. Hill asks if the \$2000 budgeted for the music program can be allocated to the stage and J. Hill responded 'yes'



- N. Velasquez asks if there is a possibility in the near future that Montroyals art program will lose funding (i.e., will we lose J. Hill as a resource); J. Hill responds that she isn't aware of the arts program going away anytime in the near future
  - Action: J. Hill will look into rental cost as well as if Montroyal purchased the stage, what is the wait time for delivery and where in the school it can be stored; J. Hill will connect with the PAC Chair and Vice-Chair to put together final proposal to be presented back to PAC. T. Hall will also bring up the details in this change in policy when she attends the DPAC meeting
- R. Rutler speaks to the fact that she is overseeing the grade 7 fundraising committee and to reach out to her if anyone has any questions
- M. Enns asks whether the outdoor learning space is still something we want to look at; M. Waldhaus and W. Dombowsky respond that because it is something that our teachers want and a lot of parents want then it is worth looking into and as such the PAC Executive will review where the initiative is at and get back to the parent community
- N. Velasquez asks about the status of the outdoor cleanup; M. Waldhaus updates that J. Campbell has indicated that we are still on the list with the District and a number of critical items will be taken care of before end of year
  - Action: M. Waldhaus to follow-up with J. Campbell and T. Hall will ask at the next DPAC meeting
- A parent attendee asks if there is a way to find out what issues the school has been having with supervision; M. Waldhaus indicates that in her last discussion with J. Campbell she learned that there has since been more staffing, but we will still need to work with the school administration to come up with a new plan
- A. Pietrow asks where the priorities came from; S. Thomas responds that while the parent feedback survey response last year was not ideal, The PAC Executive has used for information as a starting point to come up with the priorities; A. Pietrow also asks how a parent could find out more about the decisions around curriculum; N. Velasquez outlines that a parent can ask questions through our DPAC representative or they can also join a district committee

## 12. Adjourn

- Meeting adjourned at 9:16 pm

**Next Meeting:** November 22, 2018 at 7:30 pm