

McKinney PAC Meeting – Minutes

October 27, 2022 at McKinney School Library and Zoom

Welcome	7:00pm – Call to Order
Meeting Attendees:	Wynsome Dong, Ivy Ho, Norman Chow, Alisa Magnan, Anita Sandhu, Cheryl Neufeld, Sunny Song, Eileen Fujimuro, Allison Ridley, Michelle Li, Tara Caffrey, Yan
McKinney Administrators:	Gordon Fitt
Adoption of Agenda	Agenda presented by Tara. Note: Next meeting, be sure to adopt agenda at the start of the meeting.
Chair Update: Tara	<ul style="list-style-type: none"> - Review actions from previous meeting: <ul style="list-style-type: none"> ✓ Anita: Discuss hybrid (virtual/in-person) for upcoming PAC meetings. This meeting was a hybrid meeting. ✓ Mr. Fitt: Contact Cheakamus about grade 6/7 camping trip. Cheakamus has lots of availability. Mr. Fitt is looking at booking for the spring time. ✓ Mr. Fitt: Contact City of Richmond about repainting road markings and improving visibility of signage on walkways around the school. City has been repainting road markings. Bylaw Offices regularly visit the school. ✓ Eileen: Request updated staff list from Mr. Fitt. Received updated staff list. ✓ Mr. Fitt: Check next booking for Saleema Noon Health Seminar. The Saleema Noon Health Seminar is booked for January 2023. ✓ Sunny: Check cultural and religious dates with Helen and adjust Hot Lunch days if necessary. Discussed with Helen and adjusted the Hot Lunch schedule. ✓ Norman: Inform Tara of the suggestion to start each meeting with a land acknowledgement. Tara has adopted this into the meeting agenda. ☐ Mr. Fitt: Check whether Crossing Guards are permitted at the school and gage interest in restarting this program. Not yet actioned.
Administrator’s Report: Gordon	<ul style="list-style-type: none"> - The District is in the 3rd year of a 5-Year Strategic Plan to support the education journey of every student in the district. <ul style="list-style-type: none"> ▪ The Strategic Plan has the following five priorities: <ul style="list-style-type: none"> Priority 1: Inspire learners Priority 2: Equity and Inclusion Priority 3: Optimized Facilities and Technology Priority 4: A Progressive Workplace

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Priority 5: A Connected Learning Community

For more information: <https://sd38.bc.ca/board-education/strategic-plan-2020-2025>

- Priority 1 and 2 are key for inclusion at McKinney as it is a high performing school in a high performing district.
- Alongside the District's Strategic Plan, the school has a school story that is published on the school website. The school story communicates who we are as a community and is about being accountable to ourselves, stakeholders, district, and ministry.
 - The focus of the school story this year is how can we engage students in reflecting and communicating about their learning while making connections to big ideas. Staff are working on making the school story clearer.
 - Recently, the curriculum shifted from being a list of what students know and do to a set of competencies. This approach is internationally recognized as thoughtful and leading worldwide.
 - One of the things the staff believe is that students will have better lifelong outcomes if they can describe what they are learning and understand how they are doing as a learner.
 - All of curricula is framed around big ideas.
 - At McKinney, students can describe what they are learning, but have a hard time figuring out why it is important, how they are doing, and next steps. We are encouraging the following three actions:
 - 1) students assess their own learning
 - 2) include core competencies in planning and teaching
 - 3) provide feedback with formative assessment
- Question from Anita: Has new outdoor equipment such as skipping ropes been purchased?

Mr. Fitt informed that Ms. DeBou will assess condition of current outdoor equipment and process orders and advise as needed.

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<p>Treasurer’s Report: Eileen</p>	<ul style="list-style-type: none"> - Community Gaming Grants advised Eileen via email that the gaming grant money is ideally used in the school year that the grant was approved. <p><u>General Account</u></p> <ul style="list-style-type: none"> - Eileen updated the classroom funds to include the new staff list. - The budget projects about \$20,000 leftover and this could all be put towards the new playground. - Miscellaneous workshops such as KBAM are budgeted under the Gaming Account. - Discussion about classroom funds: <ul style="list-style-type: none"> ▪ Not all EAs use their funds. ▪ Prep teachers provide coverage for Classroom Teachers during prep times. ▪ No set standard for how other PACs contribute to classroom funds. - Motion moved by Tara to proceed as proposed in the draft budget (i.e. \$200 per division, \$200 per non-enrolling teacher, \$50 per EA), seconded by Alli. Motion passed. <p><u>Gaming Account</u></p> <ul style="list-style-type: none"> - Eileen prepared two proposals for the Gaming Budget: <ul style="list-style-type: none"> ▪ Proposal 1: Use up all funds, no allocation to playground. ▪ Proposal 2: Use up funds carried over from previous year, leaving this year’s grant money. ▪ Unspent funds from previous years are due to lower spending during COVID. - Discussion about funds for field trip: <ul style="list-style-type: none"> ▪ Teachers have been told that they have \$15 per student. ▪ Reducing to \$10 will reduce budget by about \$2,000. ▪ There is more interest in field trips this year. ▪ Mr. Fitt suggested to allocate a total amount for field trips instead of dollar per student. Teachers can draw from the total amount as needed. - Mr. Fitt and Tara to determine how to administer the field trip funds. - Financials for previous year will be presented at the next meeting due to time constraints. - Use of gaming funds is reported to the government. - Motion moved by Tara to approve General Account budget and the Gaming Account Proposal #2 budget, seconded by Michelle. Motion passed.
<p>Food Days Coordinator: n/a</p>	<ul style="list-style-type: none"> - No report due to time constraints.
<p>Fruit and Veggie Program: n/a</p>	<ul style="list-style-type: none"> - No report due to time constraints.

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Social Media Liaison: n/a	<ul style="list-style-type: none"> - No report due to time constraints.
Other Business	<ul style="list-style-type: none"> - Pumpkin Patch Event - Anita <ul style="list-style-type: none"> ▪ Several students and teachers will help with decorations at 8:15 am on Halloween. ▪ Anita and Sunny will gather volunteers to help unload pumpkins at 8:40-8:45 am. ▪ Pumpkin Patch will be set up beside portables 3 and 4. ▪ Anita has the receipts for decorations. ▪ Pumpkins have been secured and paid. ▪ Pumpkin delivery has been scheduled. ▪ Anita has prepared the banner and decorations. ▪ Nine bales of hay will be delivered at 2:20 pm on Oct. 28. Cheryl and Norman will be present to receive. The hay will be stored in the school hallway over the weekend. ▪ Staff are welcome to any leftover pumpkins. Leftovers can also be donated to the local fire hall. - New Playground - Tara <ul style="list-style-type: none"> ▪ Michelle informed that the current newer playground was installed 8-9 years ago. It was a community install to save on costs. A neighbour who works for the playground company gave McKinney PAC a deal to save on costs. Students were surveyed to see what type of playground they wanted. ▪ Tara suggested that the PAC set a timeline, raise funds during the set time, and buy playground equipment with the funds available. ▪ For comparison, a new playground at Diefenbaker Elementary cost over \$100,000. The Diefenbaker PAC held a walkathon and raised over \$12,000. ▪ Mr. Fitt showed samples from his previous school. See samples from Manoaah Steves Elementary below. The structures in the samples are modular. The PAC can pick and choose individual modules and not required to buy the whole set. ▪ Mr. Fitt advised that the spinning playset broke often. ▪ Question from Eileen: What is the cost of removing the old structure? Mr. Fitt informed that the school raises a work order and the school board bills the school. The cost is nominal compared to the price of a new set. ▪ Tara proposed a two-year timeframe so the PAC will fundraise until July 2024 and aim to build the structure in the summer of 2024. ▪ Parents interested in participating in the Playground Committee: See attendance list. - Grade 7 Farewell Planning Committee - Alli <ul style="list-style-type: none"> ▪ Alli asked for permission to send a notice about the Grade 7 Farewell. This was approved. ▪ Eagle's Nest is a parent run committee that raises funds for grade 7 grad activities and gifts.

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	<ul style="list-style-type: none"> - PAC Cash Donation Drive - Tara <ul style="list-style-type: none"> ▪ Tara will draft an email and a letter to kickstart the cash donation drive. Aiming to send in mid-November. ▪ Eileen suggested to request parent’s emails for electronic delivery of receipts. ▪ Alli suggested creating a fundraiser campaign video. ▪ Tara will look for the old fundraiser campaign video. - PAC Storage Spaces - Anita <ul style="list-style-type: none"> ▪ Michelle and Alli advised that McKinney PAC used to store event supplies in the Parent Room. But this room is being converted to a sensory room. ▪ During upgrades, many of the event supplies may have been discarded. ▪ Alli suggested starting an inventory of event supplies for future PACs. ▪ Anita will start an inventory of event supplies. - Purdy’s Winter Fundraising - Tara <ul style="list-style-type: none"> ▪ Campaign launches on Nov. 1 and the order deadline is Nov. 21. Online only orders. ▪ The delivery window is Nov. 28 to Dec. 2. ▪ Volunteers will be needed to pick, package, and distribute orders. - Family Skate - Tara <ul style="list-style-type: none"> ▪ Scheduled for Thursday, Dec. 15, 5:00 to 6:30 pm at Minoru Arenas. ▪ This date conflicts with the staff Christmas party. ▪ Tara will inquire about a different date. If this is not possible, Mr. Fitt will inquire about changing the date of the staff party. - Walkathon 2023 <ul style="list-style-type: none"> ▪ Discuss at the next meeting due to time constraints.
<p>Adjournment at 8:30 pm</p>	<p>Next Meeting on Thursday, November 24, 2022, at 7:00pm.</p>
<p>Summary of Actions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Mr. Fitt and Tara: Determine how to administer the field trip funds. <input type="checkbox"/> Tara: Draft a letter and email to kickstart the cash donation drive. <input type="checkbox"/> Tara: Look for the old fundraiser campaign video <input type="checkbox"/> Anita: Start an inventory of event supplies. <input type="checkbox"/> Tara: Inquire about a different date for the Winter Family Skate. <input type="checkbox"/> Mr. Fitt: If the date of the Winter Family skate cannot be changed, inquire about changing the date of the staff party.

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Sample Playground Designs



About \$142,000 after tax.

Price includes all playground equipment as shown, delivered to the school, and supervised community installation. Site preparation, borders, and safety surface by others.



About \$161,000 after tax.

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Sample Playground Designs



About \$137,000 after tax.

Price includes all playground equipment as shown, delivered to the school, and supervised community installation. Site preparation, borders, and safety surface by others.



About \$167,000 after tax.

Price includes all playground equipment as shown, delivered to the school, and supervised community installation. Site preparation, borders, and safety surface by others.