

McKinney PAC Meeting – Minutes

March 9, 2023 at McKinney Library

Welcome	7:00 pm – Call to Order
Meeting Attendees:	Wynsome Dong, Michelle Li, Tara Caffrey, Sunny Song, Eileen Fujimuro, Cheryl Neufeld, Norman Chow, Ivy Ho
McKinney Administrators:	Monika Sood
Adoption of Agenda	Agenda was adopted as presented. Moved by Norman, second by Eileen. Motion passed.
Chair Update: Tara	<p><u>Update</u></p> <ul style="list-style-type: none"> – Hip-Hop Dance Workshops <ul style="list-style-type: none"> ▪ Several parents contacted PAC via email expressing appreciation for the Hip-Hop Dance Workshops. Students really enjoyed the workshops. ▪ Suggestion to rent larger gym for future performances and schedule performance after work hours. This was noted by Monika. ▪ Suggestion to stream performance online. This was noted by Monika and Monika advised that the school must be mindful of parent consent for streaming video online or posting on social media. <p><u>Action Items</u></p> <ul style="list-style-type: none"> ✓ Eileen: Follow up with Helen about various invoices. Done
Administrator’s Report: Monika	<p><u>Update</u></p> <ul style="list-style-type: none"> – Second Term Reports were sent today. – Basketball Season <ul style="list-style-type: none"> ▪ McKinney team participated in a tournament at Boyd; successful season. ▪ Thank you to Mr. Anderson and volunteer coaches. – Grade 6/7 Outdoor Ed Experience <ul style="list-style-type: none"> ▪ Scheduled for June 13 in Squamish. ▪ Cost is \$95 per student. Families with financial difficulties can contact the school for assistance. ▪ Question from Gordon via Monika: Can unused field trip budget be used to offset the cost of the Outdoor Ed Experience? Eileen: PAC needs to determine amount of unused field trip budget. Could Helen reconcile field trip costs before June to determine unused funds? ▪ Monika to follow up with Helen about reconciling field trip costs before June 13 and advise Eileen.

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	<p><u>Action Items</u></p> <ul style="list-style-type: none"> ✓ Gordon: Confirm that donations raised via SD38 website donation function are kept separate from other funds. Confirmed, donations made through SD38 website are kept in separate account with the school. Transactions can be tracked/reported by Helen. ✓ Gordon: Schedule a standing date with Cheakamus for grade 6/7 overnight trip. Contacted Cheakamus and waiting on response.
<p>Treasurer’s Report: Eileen</p>	<p><u>General Account</u></p> <ul style="list-style-type: none"> – Food Day balance is \$4814.86, change of \$1492.96 paid for prepay meals. – Reallocated \$100 donation to PAC; this was erroneously allocated to the Grade 7 Farewell Committee. – \$1215 net paid to Grade 7 Farewell Committee. – \$357.16 reimbursed to teachers for classroom resources/education assistants. – \$5 paid for bank fees. – \$1575 paid for Saleema Noon Health Seminar. – \$96.63 paid for end of volleyball season celebration event (pizza). <p><u>Gaming Account</u></p> <ul style="list-style-type: none"> – \$2300 paid for a portion of the Hip-Hop Dance Workshops
<p>Food Days Coordinator: n/a</p>	<ul style="list-style-type: none"> – No updates.
<p>Fruit and Veggie Program: n/a</p>	<ul style="list-style-type: none"> – No updates.
<p>Social Media Liaison: n/a</p>	<ul style="list-style-type: none"> – No updates.
<p>Other Business</p>	<ul style="list-style-type: none"> – Walkathon <ul style="list-style-type: none"> ▪ Tara proposes Friday, May 12 or Friday, June 2. ▪ Monika advised that Sports Day is tentatively May 26, with rainout day in June. This does not appear to conflict with proposed walkathon dates. ▪ Discussion around walkathon routes: <ol style="list-style-type: none"> i) Younger grades could loop the field or do walkathon with buddy grades. ii) Older grades could “walk to London”, walking a route that takes them to London-Steveston Highschool and back. iii) Question to Tara: is the walkathon a full day event or are divisions walking at different times of day? Tara is open to suggestions and feedback from teachers. Monika to discuss preferences with teachers.

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- iv) For off-site field trips, grades K to 3 supervision ratio is 1 adult to 10 students, grades 4 to 7 supervision ratio is 1 adult to 15 students.
- Discussion around how to handle pledges:
 - i) Suggestion to use raffle tickets, hardcopy pledges, or QR codes.
Tara to ask Diefenbaker how pledges were handled.
- Discussion around organizing a grand price that students will be excited about.
 - i) Suggestion to have a Nintendo Switch, iPod, Pokemon cards, Minecraft toys, etc.
Michelle to gather some more ideas.
- Playground Fundraising
 - Discussion around gathering quotes for various playground options.
 - i) Aim to have quotes and various options before walkathon to raise awareness of price range.
 - ii) Set up milestones/goals before walkathon and post fundraiser thermometer on school bulletin.
 - iii) PAC can provide pricing options and fine tune final design when closer to construction date.
Michelle to contact Habitat for pricing.
 - Discussion around avoiding overlap between PAC, RAM, and grade 7 fundraisers.
Suggestion to compile a list of fundraisers at the start of the school year and check with McKinney Admin, RAM, and grade 7 parent reps to avoid overlap.
 - Eileen to check on grants for playground fundraising.
- Deborah McNamara Seminar
 - Byng PAC will co-host with McKinney PAC and share costs.
 - Diefenbaker has not responded about co-hosting the seminar.
- Grade 7 Farewell Committee
 - Discussion around handling donations to Grade 7 fundraiser.
 - i) PAC provided limited support for the Krispy Kreme fundraiser. For record keeping purposes, PAC requested copies of invoices showing how the Krispy Kreme fundraiser profits were spent.
 - ii) TD Bank will be donating to the Grade 7 Committee.
Question to PAC Execs: Can the TD Bank donation be made to the PAC and PAC reimburse the Grade 7 Committee?
PAC Execs discussed complications of handling this donation and agreed not to be involved with the Grade 7 fundraiser.
Monika to check with Gordon and Helen if the school can assist with handling the TD Bank donation to the Grade 7 fundraiser.
- Tara asked for a member to monitor the PAC email. Norman will monitor the PAC email and distribute emails accordingly.
- Question to the PAC: Is the Mabel's Labels fundraiser still running? Can we remind parents in the school newsletter?
Yes, Mabel's Labels fundraiser is still running. This can be added to the newsletter.

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	<ul style="list-style-type: none"> - Question to the PAC: Is there a non-compete agreement with Mabel's Labels? Can the PAC register with Oliver's Labels because some parents feel Oliver's Labels are more attractive. No issues with registering with Oliver's Labels. No non-compete agreement with Mabel's Labels that PAC Execs are aware of. - Question to the PAC: is the Blundell Cobs Bread fundraiser still running? Cheryl to contact Cobs Bread about account. - Annual General Meeting is schedule for May 11.
<p>Adjournment at 8:07 pm</p>	<p>Next Meeting on Thursday, April 13, 2023, at 7:00 pm.</p>
<p>Summary of Actions</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Monika: Follow up with Helen about reconciling field trip costs before June 13 and advise Eileen (to determine amount of unused field trip funds for offsetting cost of grade 6/7 outdoor experience). <input type="checkbox"/> Monika: Discuss with teachers their preferences for walkathon routes and whether divisions walk at the same time or at different times of the day. <input type="checkbox"/> Monika: Check with Gordon and Helen if the school can assist with handling the TD Bank donation to the Grade 7 fundraiser. <input type="checkbox"/> Tara: Ask Diefenbaker how pledges were handled. <input type="checkbox"/> Michelle: Gather list of grand prize ideas. <input type="checkbox"/> Michelle: Contact Habitat for pricing options. <input type="checkbox"/> Eileen: Check on available grants for playground fundraising. <input type="checkbox"/> Cheryl: Contact Cobs Bread about account.