

McKinney PAC Meeting – Minutes

April 13, 2023 at McKinney Library and Zoom

Welcome	07:02 pm – Call to Order
Meeting Attendees:	Tara Caffrey, Michelle Li, Alli Ridley, Eileen Fujimuro, Anita Sandhu, Alisa Magnan, Ivy Ho, Norman Chow
McKinney Administrators:	Monika Sood
Adoption of Agenda	Agenda was adopted as presented. Moved by Alli, second by Alisa. Motion passed.
Chair Update: Tara	<ul style="list-style-type: none">– Walkathon Fundraiser<ul style="list-style-type: none">▪ Raffle prices are:<ul style="list-style-type: none">i) Grand Prize: Nintendo Switch Liteii) Cineplex family pack 2 kids and 2 adults packageiii) Chapters/Indigo gift card▪ Diefenbaker PAC used District website to accept pledges online and accepted cheques and cash. Volunteers counted money raised against pledge forms.▪ McKinney PAC Execs decided not to accept e-transfer to PAC email as this requires a lot of time and effort to send out tax receipts.▪ McKinney PAC will use the District website to collect pledges, tax receipts and money collection is done automatically. In the background, PAC needs to track the money pledged for playground and sync to pledges that students have received for raffle draw purposes.▪ Question to Monika: what is the effort required for Helen to manage funds from district website? Monika to reach out to District finance to gain understanding of the effort required of Helen to manage pledges.▪ Discussion around the proposed route:<ul style="list-style-type: none">i) Planning a route around the Holly's, without crossing major roads.ii) Teachers support the idea of the walkathon.iii) Ratio for K-3 is 1 adult to 11 children.▪ Discussion around dates and times:<ul style="list-style-type: none">i) May 12 – Division 6 and 9 are on field trip. Not a good day for walkathon.ii) May 17 – Welcome to K.iii) May 26 – Sports day.iv) May 29 – Agreed that this is a suitable date for the walkathon.v) Monika to add May 29 to the school calendar.vi) May 1 – Send out walkathon and pledge information, include call for volunteers on walkathon info sheet.vii) May 24 – Collect money before the walkathon so that the PAC can draw raffle winner on the day of the walkathon.viii) Time of event – Monika suggested from after recess to lunch, which is around 10:40am to 12:00pm.▪ Suggestion to provide a snack, such as mandarin oranges, to students as they return from the walkathon.

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	<ul style="list-style-type: none"> - Playground Choices <ul style="list-style-type: none"> ▪ Dave from Habitat provided Michelle with sample playground structures. ▪ Michelle shared playground examples ranging from \$50K to \$150K. ▪ PAC can choose full structures or individual pieces. ▪ Question to PAC: how far are we projecting this purchase? PAC plans to fundraise for two (2) years and use whatever funds are available to purchase the playground equipment. ▪ Michelle shared a student survey to raise awareness and interest. ▪ Discussion around asking corporations or neighbours for donations. TD Bank has a monthly community fund that may donate to the playground fundraiser. ▪ Monika to check whether the “old playground” is scheduled demolition. - Follow up on previous meeting’s actions: <ul style="list-style-type: none"> ✓ Tara: Ask Diefenbaker how pledges were handled. Done. See discussion above. ✓ Michelle: Gather list of grand prize ideas. Done. See discussion above. ✓ Michelle: Contact Habitat for pricing options. Done. See discussion above. ✓ Check on available grants for playground fundraising. Done. See discussion above. ☐ Cheryl: Contact Cobs Bread about account. Follow up with Cheryl.
<p>Administrator’s Report: Monika</p>	<ul style="list-style-type: none"> - Parent and Teacher Appreciation Event <ul style="list-style-type: none"> ▪ Admin is beginning to plan for this event and welcomes and ideas. ▪ Either in May or June. ▪ Possibility of having individual food items. ▪ Good event to promote PAC participation from the parents/caretakers. - Welcome to K <ul style="list-style-type: none"> ▪ May 17 ▪ Admin is beginning to plan for this event. ▪ Suggestion to add PAC info card in welcome bag. - Follow up on previous meeting’s actions: <ul style="list-style-type: none"> ✓ Monika: Discuss with teachers their preferences for walkathon routes and whether divisions walk at the same time or at different times of the day. Teachers are supportive of the idea of a walkathon. ✓ Monika: Check with Gordon and Helen if the school can assist with handling the TD Bank donation to the Grade 7 fundraiser. Done ☐ Monika: Follow up with Helen about reconciling field trip costs before June 13 and advise Eileen. Monika to follow up.

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Treasurer’s Report: Eileen	<u>General Account</u> <ul style="list-style-type: none"> – Food Day <ul style="list-style-type: none"> ▪ Payment made for this period’s hot lunches. – Classroom Resources <ul style="list-style-type: none"> ▪ \$183.77 paid to teachers/assistants. – TD Bank is increasing bank fees from \$5 to \$10. <ul style="list-style-type: none"> ▪ Anita to discuss with TD Bank. ▪ Suggestion to move to Coast Capital for no bank fees. – Steveston-London Scholarship <ul style="list-style-type: none"> ▪ Scholarship for student at McKinney. ▪ Form is sent through inter-office school mail. <u>Gaming Account</u> <ul style="list-style-type: none"> – No changes
Food Days Coordinator: n/a	<ul style="list-style-type: none"> – No updates.
Fruit and Veggie Program: n/a	<ul style="list-style-type: none"> – No updates.
Social Media Liaison: n/a	<ul style="list-style-type: none"> – No updates.
Other Business	<ul style="list-style-type: none"> – Playland Trip <ul style="list-style-type: none"> ▪ June 16, for grades 6 and 7. – Cheakamus <ul style="list-style-type: none"> ▪ June 13. – Annual General Meeting (AGM) <ul style="list-style-type: none"> ▪ Advertise for PAC Exec positions. ▪ At all events, raise awareness of all the events and programs that PAC has organized for the students and request volunteers. ▪ Michelle to draft a letter home for volunteer duties (translation, food days, etc.). – Deborah McNamara Seminar <ul style="list-style-type: none"> ▪ May 31 at 6:30pm to 8:00pm. ▪ Presentation topic is Making Sense of Anxiety. ▪ 500 attendees – first come first serve. ▪ Costs shared by three (3) PACs: McKinney, Diefenbaker, and Lord Byng. ▪ \$650 plus GST. ▪ McKinney will pay Deborah McNamara and Diefenbaker and Lord Byng PACs will pay McKinney. ▪ Anita to ask Deborah McNamara whether payment is made before or after the presentation.

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	<ul style="list-style-type: none">▪ Anita to ask Deborah McNamara how to access the presentation (i.e. do parents register online or do the PACs distribute a link to the presentation?)
Adjournment at 8:28 pm	Next Meeting on Thursday, May 11, 2023, at 7:00 pm.
Summary of Actions	<ul style="list-style-type: none"><input type="checkbox"/> Monika: Contact District finance to gain understanding of the effort required of Helen to manage pledges.<input type="checkbox"/> Monika: Add May 29, Walkathon, to school calendar.<input type="checkbox"/> Monika: Check whether the “old playground” is scheduled demolition.<input type="checkbox"/> Monika: Follow up with Helen about reconciling field trip costs before June 13, advise Eileen, so Eileen can determine amount of unused field trip funds available for the grade 6/7 outdoor experience.<input type="checkbox"/> Cheryl: Contact Cobs Bread about account.<input type="checkbox"/> Anita: Ask Deborah McNamara whether payment for seminar is made before or after the presentation.<input type="checkbox"/> Anita: Ask Deborah McNamara how to log in to presentation (do parents register online or does the PAC distribute a link?)