

McKinney PAC Annual General Meeting – Minutes

May 11, 2023 at McKinney Library

Welcome	7:00 pm – Call to Order
Meeting Attendees:	Tara Caffrey, Anita Sandhu, Sunny Song, Eileen Fujimuro, Michelle Li, Norman Chow, Alli Ridley, Alisa Magnan, Ivy Ho, Cheryl Neufeld, Wynsome Leung, Judy Assoon
McKinney Administrators:	Monika Sood
Adoption of Agenda	Michelle added Playground Survey results to the agenda. Agenda was adopted. Moved by Alli, second by Alisa. Motion passed.
Chair Update: Tara	<p><u>Update on Actions</u></p> <ul style="list-style-type: none"> ✓ Monika: Contact District finance to gain understanding of the effort required of Helen to manage pledges. If donating through District website, Helen can generate a single spreadsheet and it is not a lot of work. ✓ Monika: Add May 29, Walkathon, to school calendar. Date finalized. ✓ Monika: Check whether the “old playground” is scheduled demolition. “Old playground” is on the list to be demolished because it is nearing end-of-life. Expects about 5 years of life remaining. Pieces that cannot be replaced will be removed. Pieces that can be replaced will be replaced. ✓ 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. In the past weeks, more funds have been spent compared to last year. Final numbers won’t be available until second week of June. ✓ Cheryl: Contact Cobs Bread about account. There is money in the account but not clear how to get the money. Owner, Andrew, is in store on Tuesdays to Sundays until 11am. Cheryl will try to make contact. ✓ Anita: Ask Deborah MacNamara whether payment for seminar is made before or after the presentation. Seminar has been paid. Diefenbaker has paid their portion. Byng has a cheque ready to pay their portion. Seminar is on May 31. ✓ Anita: Ask Deborah McNamara how to log in to presentation (do parents register online or does the PAC distribute a link?)? Gordon has the link. Cheryl suggested distributing the link in a newsletter a week before the seminar. There is a separate panelist board to moderate the chat. Admin or PAC Exec members can be moderate if they are available.

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	<p><u>Walkathon Updates</u></p> <ul style="list-style-type: none">- Pledge form has been sent to students and is due on May 24.- Michelle and Tara will count pledges on May 25, could use a couple more helpers. Discussed how to process raffle tickets – use actual raffle tickets and write students names or use scrap paper.- Walkathon will need about two parents per division – about 30-40 parents.- Tara will draft email and sign up form for parent volunteers at Walkathon.- Discussion around having sound equipment for playing music when students return to the school field after the walkathon. Michelle will look into borrowing sound equipment from another school. <p><u>Playground Surveys</u></p> <ul style="list-style-type: none">- Received a lot of responses from the students' playground survey.- The Lunar Blast Net Climber received most votes at over 140 votes.- Other favorites include zipline and monkey bars.- In the 2013 fundraiser, the Net Climber was also a favorite and was a stretch goal that was not reached.- Pricing of net ranges from \$55K to \$70K.- Suggestion to set the Lunar Blast Net Climber as the main goal. Habitat can make promotional materials including graphics and goal thermometer.- Smaller pieces such as monkey bars could be add ons or stretch goals.- Monika advised that a portion of the playground is City property and other portions are school property.- Motion to set the Lunar Blast Net Climber as the main goal. Seconded by Anita. All in favor. Motion passed.- Lucky draw winners of the survey are Joyce in Division 13 and her teacher, Ms. Garnett.
Administrator's Report: Monika	<ul style="list-style-type: none">- Welcome to Kindergarten event is on May 17.<ul style="list-style-type: none">▪ Morning session is for the Montessori program, afternoon session is for the Community program.▪ Snacks will be provided.▪ Anita will attend and raise awareness for PAC.- Sports Day is on May 26, rainout day is on June 2.<ul style="list-style-type: none">▪ PAC will provide popsicles.- Parent Appreciation Luncheon is on June 9.<ul style="list-style-type: none">▪ Held in the McKinney gym.▪ Finger foods and snacks will be provided.▪ Question: can this be a reciprocal event? Monika welcomes this idea. PAC can contribute and make this a Parent/Staff Appreciation Luncheon. PAC will provide drinks and desserts.▪ Monika will advise RSVP numbers.

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	<ul style="list-style-type: none"> - Grade 6/7 events: <ul style="list-style-type: none"> ▪ Outdoor event is on June 13 ▪ Playland is on June 16 ▪ Farewell Luncheon is on June 26. ▪ Year-end Recognition/Assembly is on June 28. - Next year's enrollment is currently at 404 students with 17 divisions. - Class organization/placement is in initial stages and will be revisited in September. - Staff members leaving are Ms. Aldrich, Ms. Giesbrecht, Ms. Hamado, and Ms. Fajardo. - Mckinney has been selected for a new day care location. Portables will be removed and day care constructed in its place. Construction begins in Summer 2023. - Track and Field <ul style="list-style-type: none"> ▪ Participation in track and field was optional this year. ▪ McKinney staff decided to opt out, reasons were: <ol style="list-style-type: none"> i) Track and field program still has gender-biased programs. ii) Various events at track and field are not popular but students are forced to participate in them, such as shotput and long jump. iii) McKinney was allotted May 2, there was insufficient time to prepare and train students. iv) Students with anxiety do not cope well in competitive environment. ▪ In the past, grades 4 to 7 must participate in track and field. ▪ Out of all Richmond schools, McKinney was the only school that did not participate. ▪ For next year, there are discussions about allowing students who are interested to sign up. Training will take place in the mornings, afternoons, and at lunch.
<p>Treasurer's Report: Eileen</p>	<p><u>General Account</u></p> <ul style="list-style-type: none"> - Food Day: Usual expenses. - Walkathon <ul style="list-style-type: none"> ▪ Prizes have been purchased. Thank you Michelle. - Received money in error for Grade 7 Forzen Yogurt Fundraiser. - Reimbursed \$73 for one teacher. - Expecting more reimbursements will be paid to teachers. <ul style="list-style-type: none"> ▪ Monika will advise teachers of deadline for reimbursements. Deadline is June 5. ▪ Eileen will advise amount that teachers have left. - Submitted sponsor form for Steveston-London Scholarship. - Diefenbaker paid for one-third of the Deborah MacNamara seminar. - Eileen has negotiated with TD Bank to reduce bank fees to \$0. However, this must be done annually.

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	<p><u>Gaming Account</u></p> <ul style="list-style-type: none"> - No updates. - \$12,000 remains.
<p>Food Days Coordinator: Sunny</p>	<ul style="list-style-type: none"> - Food days/hot lunch days are going well. - Trial run of delivering full-size pizza in regular box worked well. Volunteers were provided with gloves and plates. This resulted in less boxes, less work, and greater efficiency. - Libby's Kitchen Food Orders <ul style="list-style-type: none"> ▪ Since September there have been less and less food orders. ▪ There are about 10-15 meals a day. ▪ Suggest closing this option as it takes a lot of time and effort and the quality is not superb. - Parents have expressed that some students feel left out on Food days/hot lunch days. School gets about 20 sandwiches a day from charity. These are distributed to students who do not have lunch. There are also funds in the caring committee fund for families who want to participate in the Food days/hot lunch days but unable to afford.
<p>Fruit and Veggie Program: Sunny</p>	<ul style="list-style-type: none"> - Suggestion to buy a small fridge for keeping fruits for students who do not have snacks. This will also provide PAC with space to participate in the Milk Program (in addition to the fruit and veggie program). This is a free milk program that provides milk to Grades K to 3.
<p>Social Media Liaison: Cheryl</p>	<ul style="list-style-type: none"> - Suggestion not to post Deborah MacNamara link on social media to avoid misuse by the general public.
<p>Other Business</p>	<ul style="list-style-type: none"> - Teacher Appreciation Gifts <ul style="list-style-type: none"> ▪ Suggestion to gift appreciation gifts in addition to the Staff Appreciation luncheon. ▪ Discussion on whether to gift to each staff member and value of gifts. ▪ Decision to gift cards for departing staff members. ▪ Decision to gift wine to administrators for appreciation for attending and supporting PAC meetings and initiatives.
<p>Executive Election</p>	<p>Chair/Co-Chairs</p> <ul style="list-style-type: none"> - Nominees: Tara Caffrey - Elected: Tara Caffrey - Tara Caffrey nominated and unanimously elected by acclamation. <p>Vice-Chair</p> <ul style="list-style-type: none"> - Nominees: Anita Sandhu - Elected: Anita Sandhu - Anita Sandhu nominated and unanimously elected by acclamation. <p>Secretary</p>

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	<ul style="list-style-type: none">- Nominees: Norman Chow- Elected: Norman Chow- Norman Chow nominated and unanimously elected by acclamation. Treasurer <ul style="list-style-type: none">- Nominees: Eileen Fujimuro- Elected: Eileen Fujimuro- Eileen Fujimuro nominated and unanimously elected by acclamation. Food Day Coordinator (non-elected position) <ul style="list-style-type: none">- Sunny Song agrees to continue in this capacity. Website/E-coordinator (non-elected position) <ul style="list-style-type: none">- Cheryl Neufeld agrees to continue in this capacity.
Adjournment at 8:13 pm	Next Meeting on Thursday, June 15, 2023, at 7:00 pm.
Summary of Actions	<ul style="list-style-type: none"><input type="checkbox"/> Tara: Draft email and sign up form for parent volunteers at Walkathon.<input type="checkbox"/> Michelle: Look into borrowing sound equipment from another school.<input type="checkbox"/> Monika: Advise RSVP attendance numbers for Parent/Staff Appreciation Luncheon.