

# McKinney PAC Meeting – Minutes

September 9, 2024 at McKinney Library/Zoom

<b>Welcome</b>	<b>7:04 pm – Call to Order</b>
<b>Meeting Attendees:</b>	Anita Sandhu, Cheryl Neufeld, Ivy Ho, Norman Chow, Eileen Fujimuro, Ryan Xie, Limin Ruan, Michael Wong, Sunny Song, Elena Stratford, Heather McEachern, Katrina Chan, Wynsome Leung, Ellen Huang
<b>McKinney Administrators:</b>	Gallit Zvi, Monika Sood
<b>Adoption of Agenda</b>	<p>We would like to begin by acknowledging that the land on which we gather is the unceded territory of the hən̓ q̓ əm̓iṅ əm̓ speaking people.</p> <p>Agenda was adopted as presented. Moved by Norman, second by Eileen. Motion passed.</p>
<b>Chair Update:</b> Anita	<ul style="list-style-type: none"><li>- Welcome to new parents and returning parents, and welcome to Ms. Zvi.</li><li>- Kindergarten Meet and Greet Update<ul style="list-style-type: none"><li>▪ Attended by many parents. Thank you for joining our meeting.</li></ul></li><li>- Movie Night – Thursday, September 26<ul style="list-style-type: none"><li>▪ Movie suggestions:<ul style="list-style-type: none"><li>i) Peter Rabbit 1 or 2</li><li>ii) Moana</li><li>iii) Lego Movie 1 or 2</li><li>iv) Sing 1 or 2</li></ul></li><li>▪ Open gym around 5:00 pm for parent/student volunteers to set up.</li><li>▪ Parents start picking up food around 5:00 pm.</li><li>▪ Start movie at 6:00 pm.</li><li>▪ Sunny to set up Munchalunch for movie night pizza order.</li></ul></li><li>- Meet the Teacher Night – Thursday, September 19<ul style="list-style-type: none"><li>▪ PAC will provide pizza dinner for teachers and staff.</li><li>▪ Sunny will get numbers from Monika and place pizza order.</li><li>▪ Introductions at 6:00-6:10 pm.</li><li>▪ First session with teachers at 6:15-6:30 pm.</li><li>▪ Second session with teachers at 6:30-6:45 pm.</li><li>▪ Ivy will represent RAM and Anita will represent PAC at the Meet the Teacher Night.</li></ul></li><li>- Pumpkin Patch Event<ul style="list-style-type: none"><li>▪ Potential date is Monday, October 28.</li><li>▪ Monika to check with staff if there are any conflicts on October 28.</li><li>▪ There was a suggestion by Johnny's Towing to create a haunted house area. PAC discussed and decided to keep it simple, stay with just a pumpkin patch.</li><li>▪ Pumpkins are delivered at 7:00 am, Anita and student volunteers will set up.</li><li>▪ Anita will set up the big skeleton in the middle of field, and create a photo op along the back fence.</li><li>▪ First class can go to the pumpkin patch at around 9:15 am.</li></ul></li></ul>

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<b>Administrator's Report:</b> Gallit	<ul style="list-style-type: none"><li>- The first week has been great.</li><li>- Students moved into their classes on Friday.</li><li>- There are several new staff this year and still a few vacancies to fill.<ul style="list-style-type: none"><li>▪ Ms. Madeline, Mr. Mason, Ms. Johal (3 days/week), Ms. CJ, Ms. Bella.</li><li>▪ Vacancies include job share position (2 days/week for Grade 5/6 class), part-time prep teacher, resource teacher (1 day/week).</li></ul></li><li>- The School District has introduced a new digital device policy. Any device that can connect to the internet and communicate with other devices are not allowed in the classroom. Devices must be put away. The School District wants to reduce screen time and social media.</li><li>- Terry Fox Run is scheduled for September 19.</li><li>- Spirit Day is also scheduled for September 19.<ul style="list-style-type: none"><li>▪ On Spirit Day, wear McKinney tees, hoodies, or school colours.</li><li>▪ Admin aims to schedule Spirit Day monthly with different themes.</li></ul></li><li>- Discussed organizing Spirit Wear orders.<ul style="list-style-type: none"><li>▪ Norman to contact Gord.</li><li>▪ KEV system can be used for ordering this year because PAC will not be fundraising through Spirit Wear sales.</li></ul></li><li>- Pro-D Day is scheduled for September 20.</li><li>- Ms. Zvi will be away September 16 for two weeks. Mr. Dixon will be here as Principal-on-Call.</li></ul>
<b>Treasurer's Report:</b> Eileen	<p><u>General Account</u></p> <ul style="list-style-type: none"><li>- General account is made up of income from fundraisers.</li><li>- Discussed and reviewed draft budget, estimated income is as follows:<ul style="list-style-type: none"><li>▪ \$10,000 raised from hot lunch (food days) – PAC discussed and agreed to increase budget to \$15,000.</li><li>▪ \$3,000 raised from Donation Drive.</li><li>▪ \$700 raised from Purdys Chocolate sales.</li><li>▪ \$1,000 raised from Movie Night.</li></ul></li><li>- Estimated expenses are as follows:<ul style="list-style-type: none"><li>▪ \$500 expense for Caring Committee.</li><li>▪ \$5,350 expense for Classroom Resources/Education Assistants (17 Divisions x \$200/division, 7.5 non-enrolling teachers x \$200 each, 9 EAs x \$50 each).</li><li>▪ \$100 expense for office.</li><li>▪ \$0 expected for bank fees.</li><li>▪ \$300 expenses for refreshments (First Day of School, Welcome to K events).</li><li>▪ \$800 expense for Meet the Teacher Night – PAC discussed and agreed to reduce this budget.</li><li>▪ \$300 expense for Steveston-London Scholarship.</li></ul></li><li>- Ms. Zvi/Ms. Sood to check on condition of McKinney sports jerseys.</li><li>- Eileen to find invoice for previous purchase of McKinney sports jerseys.</li></ul>

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	<ul style="list-style-type: none"> <li>- Parent/Teacher Appreciation Event             <ul style="list-style-type: none"> <li>▪ Discussed whether the Parent/Teacher Appreciation Event can be held as two separate events.</li> <li>▪ During last year’s event, volunteer parents were helping out and did not fully relax and receive their appreciation.</li> <li>▪ Suggestion to hold a separate, smaller event, just for the core 20 or so parents that volunteer at every hot lunch. Follow up suggestion to schedule this event on a day with hot lunch so after hot lunch duty, parents can stay behind and enjoy this event. Timing would be convenient for after-school pick up.</li> <li>▪ Budget can remain as one line, but events can be held separately.</li> <li>▪ PAC discussed and agreed to increase budget to \$1,000.</li> </ul> </li> <li>- \$100 expense for leaving/retiring teacher gifts.</li> <li>- \$150 expense for Sports Day treats.</li> <li>- \$1,600 expense for Saleema Noon health seminar.</li> <li>- \$300 expense for Grade 7. Farewell.</li> <li>- PAC members to review budget and provide feedback.</li> </ul> <p><u>Gaming Account</u></p> <ul style="list-style-type: none"> <li>- Funds provided by the Gaming Grant is kept in a separate account.</li> <li>- \$4,000 expense for Field Trips (400 students x \$10 per student)             <ul style="list-style-type: none"> <li>▪ Ms. Zvi enquired about the possibility of increasing this to \$15 per student because cost of school buses has increased significantly.</li> <li>▪ PAC will revisit this next year, after the playground direction and spending has been set.</li> <li>▪ Question from PAC member: did all classes go on a field trip last school year? Yes, the Field Trip fund was completely spent. Some classes went on field trips, other classes invited presenters as in-school field trips.</li> </ul> </li> <li>- \$2,000 expense for workshops.             <ul style="list-style-type: none"> <li>▪ Admin is scheduling Bollywood dancing this year (about \$4,500 total).</li> </ul> </li> <li>- No Grade 6/7 outdoor camp this year.</li> <li>- \$800 expense for Winter Family Skate event.</li> <li>- \$1,200 expense for Pumpkin Patch event.</li> <li>- \$7,742 estimated remaining will be allocated to the Playground Fund.</li> <li>- \$0 forecasted to remain in the Gaming Account at the end of the school year.</li> </ul> <p><u>Playground Fundraising</u></p> <ul style="list-style-type: none"> <li>- \$50,850 raised and saved in the General Account.</li> <li>- \$11,155 raised and saved in the SD38 Account (via online donations).</li> <li>- \$7,742 saved in the Gaming Account.</li> </ul>
<p><b>Food Days Coordinator:</b> Sunny</p>	<ul style="list-style-type: none"> <li>- Munchalunch             <ul style="list-style-type: none"> <li>▪ The first hot lunch campaign runs from September 19 to November 21.</li> </ul> </li> </ul>

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<b>Fruit and Veggie Program:</b> Sunny	<ul style="list-style-type: none"> <li>- Question to Admin: Are we continuing the fruit and veggie program? McKinney is still part of the fruit and veggie program but need to clarify costs.</li> <li>- Monika to enquire on costs.</li> <li>- Question to Admin: Can we open Eagle’s Nest to fundraise for Grade 6/7 events? Eagle’s Nest can be opened next Friday and every Friday afterwards. Funds fundraised for Grade 6/7 events are saved in the school account.</li> </ul>
<b>Social Media Liaison:</b> Cheryl	<ul style="list-style-type: none"> <li>- Instagram account, follow us <a href="#">@mckinneyelementarypac</a></li> <li>- Facebook page <a href="#">James McKinney Elementary School PAC</a></li> <li>- Anita/Norman to ask Tara for a link to volunteer sign up form.</li> </ul>
<b>Other Business</b>	<ul style="list-style-type: none"> <li>- Playground Update           <ul style="list-style-type: none"> <li>▪ Anita contacted three playground vendors, only one replied. Their recommendation was that a new structure would be quite costly (over \$100,000).</li> <li>▪ Our budget may get us a small structure.</li> <li>▪ Vendors cannot add to existing structures.</li> <li>▪ PAC is investigating the possibility of building a new area that has one structure accompanied by outdoor play areas such as dirt pits, dirt mounds, outdoor kitchens, etc.</li> <li>▪ Ms. Zvi to reconnect with Facilities and ask if McKinney has space for a new playground area.</li> <li>▪ Suggestion to survey the school community for their feedback on the playground.</li> </ul> </li> <li>- Walkathon           <ul style="list-style-type: none"> <li>▪ Discussed and decided to take a break from this fundraiser. PAC will revisit this at a later time.</li> </ul> </li> </ul>
<b>Adjournment at 8:06 pm</b>	Next Meeting on Monday, October 7, at 7:00 pm.
<b>Summary of Actions</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Sunny: Set up Munchalunch for movie night pizza order.</li> <li><input type="checkbox"/> Sunny: Get numbers from Monika for pizza order for Meet the Teacher Night.</li> <li><input type="checkbox"/> Ms. Zvi/Ms. Sood: Check on condition of McKinney sports jerseys.</li> <li><input type="checkbox"/> Eileen: Find invoice for previous purchase of McKinney sports jerseys.</li> <li><input type="checkbox"/> Norman: Contact Gord about Spirit Wear orders.</li> <li><input type="checkbox"/> Ms. Zvi: Reconnect with Facilities and ask if McKinney has space for a new playground area.</li> <li><input type="checkbox"/> All members: Review budget and provide feedback.</li> </ul>