

McKinney PAC Meeting – Minutes

October 7, 2024 at McKinney Library and Zoom

Welcome	7:03 pm – Call to Order
Meeting Attendees:	Ivy Ho, Cheryl Neufeld, Sunny Song, Kelly Tao, Eileen Fujimuro, Tara Caffrey, Anita Sandhu, Norman Chow, Wynsome Dong
McKinney Administrators:	Gallit Zvi, Monika Sood
Adoption of Agenda	<p>We would like to begin by acknowledging that the land on which we gather is the unceded territory of the hən̓ q̓ əmiñ əm̓ speaking people.</p> <p>Agenda was adopted as presented. Moved by Tara, seconded by Eileen. Motion passed.</p>
Chair Update: Anita	<ul style="list-style-type: none">– September Movie Night<ul style="list-style-type: none">▪ Attendance was less than previous movie nights, but still a successful event. Wet weather could have contributed to lower attendance.▪ Event raised \$331.▪ Set up and movie start were relatively on time.▪ A group of students helped set up and take down the media equipment, manage gym lights, contact custodian, and clean up. PAC discussed asking the same group of student volunteers to help at each movie night. Student volunteers can earn credit for leadership/volunteering.▪ Anita is not available to attend the next Movie Night on Friday, November 15, 6pm. Tara is available.▪ Movie suggestions are Home Alone, Inside Out 2, and Wish.▪ Anita will prepare tickets and posters by November 1.▪ Voting cutoff is November 7.▪ Pizza orders cutoff is November 8.▪ Suggestion to ask student volunteers to document how to set up media equipment. Anita will reach out to student’s parents.▪ Sunny has asked high school students to volunteer for set up.▪ For movie nights, gym lights need to be manually switched on.▪ At next PAC meeting, PAC to decide whether to renew movie license and schedule future movie nights.– Pumpkin Patch<ul style="list-style-type: none">▪ October 28 is confirmed.▪ Anita has ordered 430 pumpkins and 5 straw bales.▪ Price still being negotiated. Anita has ordered \$2 pumpkin sizes and is hoping they will cost \$1.60 or less.▪ Pumpkin Patch is a PAC sponsored event. No cost to students.▪ Admin will schedule the classes and organize a few grade 6/7 volunteers and 2-3 staff members to help unload pumpkins.

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	<ul style="list-style-type: none">- Winter Wonderland Family Skate<ul style="list-style-type: none">▪ Winter Wonderland organizers will advise date in mid-October.- Richmond District PAC Meeting<ul style="list-style-type: none">▪ Execs were not available to attend the meeting.▪ Monika informed PAC that the Richmond SD Finance Department has scheduled a presentation on November 4. The agenda includes guidelines for contracts (i.e. bouncy castle rentals) and raises awareness of restrictions.▪ Anita has attended past meetings that covered similar topics. Guidelines and restrictions were very complicated, best to avoid these contracts. Contracts need to be vetted by School District.- Anita would like to have emails of all PAC meeting attendees and include them in email correspondences.<ul style="list-style-type: none">▪ Emails are accessible through PAC drive. Norman will provide a link.
Administrator's Report: Ms. Zvi	<ul style="list-style-type: none">- Staff thanks PAC for the soap gifts and for funding classroom supplies.- Events over the past month include the Terry Fox Run, first assembly with SOAR lesson, evacuation drill, and Orange Shirt Day.- Photo Day is Thursday, October 10.- Parent/Teacher Conferences are Wednesday, October 16 and Thursday, October 17. Teachers will send out booking information by email. Students will have early dismissal at 1:45 on both days.- Ms. Zvi is meeting with Megan on Tuesday, October 15, to discuss outdoor playground possibilities.<ul style="list-style-type: none">▪ Tara and Eileen met with Megan last year, and Megan was preparing a price list with Richmond Facilities. Megan recommended replacing the flower beds with raised flower beds.▪ Building mud pits would require muddy buddies and boots.▪ Availability of new playground space is key. To be determined by Facilities.- Discussion about using KEV to collect money<ul style="list-style-type: none">▪ KEV can be used to pay for a product or service.▪ KEV cannot be used for general fundraising because the School District takes care of this and provides tax receipts.▪ KEV account can be used for Spirit Wear.▪ Monika suggested that Creative Insignia has a payment platform on their website. Norman to contact Creative Insignia and seek clarity.- Stream of Dreams Project<ul style="list-style-type: none">▪ McKinney has applied for the project and for a grant to cover most of the costs. If grant is approved, the balance of costs of the project is about \$2000. If grant is not approved, the cost of the project is about \$6000.▪ McKinney has been "penciled in" for May 5.▪ McKinney will be notified of results of grant application in mid-December.▪ McKinney staff have wanted to participate in this project for many years.▪ PAC discussed how much PAC can contribute toward the project. PAC decided to include a line in the budget for \$3,000.

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	<ul style="list-style-type: none">- Conditions of Sports Jerseys<ul style="list-style-type: none">▪ Ms. Debou washed the jerseys, they are still in usable condition.▪ Jerseys do not need replacement.▪ Jerseys were purchased in 2021.- Update on Facilities for playground<ul style="list-style-type: none">▪ Ms. Zvi to schedule discussion with Facilities.- Update on costs from Monika about fruit and veg program<ul style="list-style-type: none">▪ McKinney will continue participation in the program. There will be no costs this year. There will only be one milk/fruit/veggie day before Spring Break. It will be the week of November 11.
Treasurer's Report: Eileen	<p><u>2024-2025 Draft Budget</u></p> <ul style="list-style-type: none">- Based on the recent Movie Night, budgeted income was reduced to \$600.- Small income expected from Sun-Oka Okanagan Apple Fundraiser, does not need to be added to draft budget.- PAC discussed classroom funds and rules for how classroom funds are spent. Classroom funds are for classroom supplies purchased in the current school year. Eileen will send guidelines.- PAC discussed the remaining Outdoor Classroom funds.<ul style="list-style-type: none">▪ In 2018, about \$20,000 was set aside to fund the Outdoor Classroom.▪ Currently about \$3,500 remains.▪ PAC discussed spending the remaining funds on replacing existing garden beds with raised garden beds (as recommended by Megan) and on gardening supplies such as soil and seeds.▪ Admin will get quote for raised garden beds.- Add \$3,000 expense to budget for the Stream of Dreams project.- Tara moved that the 2024-2025 budget be approved as amended. Anita seconded the motion. The motion passed unanimously. <p><u>General Account</u></p> <ul style="list-style-type: none">- About \$25,000 received for pre-paid Hot Lunch/Food Days.- About \$331 received for October Movie Night.- About \$53 expense for refreshments for first day of school.- About \$186 expense for Meet the Teacher night pizzas for teachers.- \$4.75 for stale dated cheque. <p><u>Gaming Account</u></p> <ul style="list-style-type: none">- \$8,200 received from BC Gaming Grant.- Request for Admin to schedule Saleema Noon workshop. <p><u>Other</u></p> <ul style="list-style-type: none">- Reviewed Financial Statements for approval.

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Food Days Coordinator: Sunny	<ul style="list-style-type: none"> - No updates.
Fruit and Veggie Program: Sunny	<ul style="list-style-type: none"> - One day of fruit and veggie this year, it will be week of November 11.
Social Media Liaison: Cheryl	<ul style="list-style-type: none"> - Spread the word and get more followers.
Other Business	<ul style="list-style-type: none"> - Sun Oka Okanagan Apples Fundraiser <ul style="list-style-type: none"> ▪ PAC discussed whether to join the next harvest. PAC decided to skip the next harvest, and revisit interest for third harvest. ▪ Orders will be delivered on October 23, but delivery/pickup time to be determined. - Eagle's Nest <ul style="list-style-type: none"> ▪ Taking place once a week. Going smoothly. - Survey community about playground funds <ul style="list-style-type: none"> ▪ PAC will wait for Megan and Facilities recommendations and then present these to the community and survey their preferences. - Grade7 Fundraising <ul style="list-style-type: none"> ▪ Grade 7s will hold a Halloween bake sale on October 29, 30, 31. Sales will be at recess and lunch on October 29 and 30, and recess on October 31. - Tara will set up Purdys fundraiser and aim for early-December delivery.
Adjournment at 8:28 pm	<p>Next Meeting on November 4, 2024 at 7:00 pm.</p>
Summary of Actions	<ul style="list-style-type: none"> <input type="checkbox"/> Anita: Prepare November Movie Night voting tickets and posters. <input type="checkbox"/> Sunny: Set up Munchalunch for November Movie Night. <input type="checkbox"/> Norman: Send Anita a link to access attendance sheet. <input type="checkbox"/> Norman: Contact Creative Insignia about online payment. <input type="checkbox"/> Gallit: Enquire with Facilities about available space for new playground. <input type="checkbox"/> Gallit: Request quote for raised garden beds. <input type="checkbox"/> Gallit: Schedule Saleema Noon workshop. <input type="checkbox"/> Tara: Set up Purdys Fundraiser.