

PAC General Meeting - Minutes

May 17, 2017

ATTENDEES

Tara Zielinski, Annabel Pringle, Charlotte Burns, Tania Pan, Bonnie Santas, Jessica Gibson, Lisa Black, Deanna McDonald, Saiko Tachibana, Azra Jovanovic, Michelle Ross, Sareh Donaher, Marjan Darabi, Jane Lord, Betty Nagy, Linda Gour, Ariel Lin, Stephanie Le Comte, Zonoeh Sherkat, Julia Kutlubay, Elisha Lancaster, Linda Jando, Farzaneh Rouboubi

CALL TO ORDER (Annabel P)

Meeting called to order by Annabel at 9:00am. Approved 1st by Lisa, 2nd by Bonnie S

APPROVAL OF AGENDA (Annabel P)

Today's agenda approved by Lisa B 1st, 2nd by Charlotte B

APPROVAL OF PAC MINUTES OF APRIL 19th, 2017 (Annabel P)

The minutes from the previous PAC general meeting were approved 1st by Lisa B, 2nd by Charlotte B

PRINCIPAL'S REPORT (Tara Z)

STUDENT ACTIVITIES

Grade 7 Québec City trip

- Tara recently held a meeting for parents regarding the Grade 7 Québec City trip. This is to enable families with children of all ages to begin planning for the expense of this trip. It's not guaranteed that PAC will always be able to provide funds toward this expense.

Water Wise Safety Program

- Tara is aware that water safety may be a sensitive topic at PJ. The program director and staff are aware of this and have worked in similar situations.
- The program covers basics such as life jackets, etc. It will be offered to grades 1 through 7 at the end of June.

Intermediate Performance

- The performance will take place on June 7th at 1:00pm. The entire production, an exploration of the history of the French culture, was entirely student-driven (music, writing, etc). Parents are invited to attend.

STAFFING

Staffing for the upcoming school year is still up in the air as there is potential for a lot of movement with the different needs of various districts. Shifts are still likely to happen, and she won't necessarily find out about them right away. One staffing change will have a domino effect.

- Tara and the principal from Cedardale sat in with HR on the interview process for French Immersion teachers. All of the candidates came highly recommended and have a French Immersion background. Tara is optimistic as all were great candidates.
- Mme Storry will be in Japan for the next month, and is only likely to return from parental leave in February 2018. In the meantime she is being replaced by Mr Kitteridge
- Mme Roper has left on early mat leave for medical reasons and has been replaced by Mme Kate
- Carole, the learning support person, will now be at PJ 5 days a week, up from 3.
- Linda Froese will take on new roles including PE and collab

FUND THE NEED UPDATE (Annabel P)

Annabel provided an update on the Fund the Need campaign. It has been very successful with \$18000 raised. This confirms what was told to Annabel that people would rather just write a cheque. 60 families donated, which is approximately the number of couples who would attend the gala. It

- Annabel provided an update on the Fund the Need campaign. It has been very successful with \$18000 raised. This confirms what was told to Annabel that people would rather just write a cheque. 60 families donated, which is approximately the number of couples who would attend the gala. It also illustrates areas people would like funded (ie. both computers and technology, and library categories were funded beyond what was needed). Money is now available to spend on supplies, etc.
- PAC can rely on an income of \$40000 (through movie night, spirit wear, gaming grant, fun lunch, etc.). Any additional income has traditionally been raised through a major fundraiser, like the gala.
- Annabel then put out a call for feedback.
- As a class parent, Sareh offered the feedback that she received from her parents: because it wasn't clear whether there was going to be a gala, fund the need or both, people were hesitant to donate and the promotion was diluted. She suggested that next year there be only one major

fundraiser and that it be made clear early on. This might gain more support. Sareh also commented that managing the gala art project is a major reason why parents don't want to volunteer for the class parent position.

- Annabel stated that this is a “change year” and therefore we need to look at what should be done going forward. Lisa also said that we can try a new approach next year, but can't make any promises as income needs to be determined. Gala aims to raise \$30000 through the auction, art, etc (no profit is made on the tickets). As far as this year's Art Walk goes, Liisa volunteered to run it so the tradition of the class art projects was continued.
- Another recommendation was made to put out a questionnaire soliciting anonymous feedback.
- Tara expressed her gratitude for the fundraising efforts and how they provide resources to PJ that aren't available to other West Vancouver schools. Additionally, as far as the pieces that the school & principal should cover, she will continue to budget wisely focusing on what will enhance student learning. Teachers also need time to decide where their funds can best be allocated. The bonus pieces provided by PAC funds definitely enhance PJ. Tara emphasized that parent participation is more important than money and volunteering needs to be prioritized. It is far more important for our kids to see us involved, vs. spending money on extras that might not be utilized effectively.
- There is difficulty in finding volunteers to lead projects. However this may be mitigated if, at the beginning of the school year, it is made clear that there will only be one major event. Jessica G added that it would be helpful to clarify the time commitment required for various positions.
- Lisa mentioned that, in contrast to previous years, Tara has stepped up as principal and offered to fund numerous expenses that she didn't feel should be in PAC's budget.
- Lisa then put out a call for volunteers to run the Teacher Appreciation Lunch on June 21st. She has already asked 8 people but has not received any commitments. Sareh suggested that French may make it more difficult to find volunteers. Farzaneh added that finding volunteers and soliciting donations is a challenge for all schools. She then volunteered to take on the Staff lunch.
- Lastly, Azra offered her congratulations to PAC on the success of the Fund the Need, given that there was no Gala. She believes that Annabel created a positive environment and reiterated that building a sense of community is the most important goal.

PJ PARTY IN THE PARK and GRAND OPENING (Annabel P and Charlotte B)

- Backpack stuffers have gone home with each student.
- The next step is for families to purchase tickets, which must be done via the pj.hotlunches website. Annabel will include more information in the e-bulletin regarding purchasing tickets (“tickets must be purchased under your child's name”), and what attendees need to know and bring.

- It was asked whether vouchers for ice cream could be purchased in advance, however Lisa explained that this gets too complicated with the pj.hotlunches website.
- Additionally we are unable to sell too many tickets on the day-of as a result of budgeting and ensuring there is enough food. These tickets are for food, they are not an entrance ticket.
- Lisa does not yet have numbers for ticket sales. She will add detailed ordering information to the homepage of the pj.hotlunches site.

TREASURER'S REPORT (Lisa B)

Lisa gave a brief overview of the PAC budget as it currently stands

- As per income, Fun Lunch revenue is \$17940.72, but should increase by about \$5000 due to outstanding accounts, etc. Some donation are still at the board, so this category should increase from \$16324.75 to about \$18000. This will bring PAC's total income to about \$60000
- As for expense, Lisa explained that the Teacher's Wish list amount of \$1500 is contributed by PAC to help pay for requests made to Chris Parslow (ex projectors). The Grade 7 trip expense of \$12000 has already been paid.
- Lisa welcomed emails, should anyone have questions about PAC's budget.

NEXT YEAR'S SLATE and BUDGET (Annabel P and Lisa B)

NEXT YEAR'S SLATE

Annabel spoke to the need for volunteers. In terms of the PAC Executive team, a DPAC Rep, a Vice Chair, a Communications team and a Volunteer Coordinator at all needed. She asked that people put the word out, or volunteer for a position.

- The difficulty in finding volunteers was discussed at length. It seems to be the same individuals who volunteer, so how can we recruit and encourage more people to step up? It was suggested, as with the Park Opening, allocate fundraisers by grade (ex. Grade 4's run movie night, grade 1's run gelato, etc).
- Lisa expressed her disappointment in not having a gala this year due to lack of volunteers to chair. As such perhaps PAC needs to consider removing more from the budget and only adding in additional expenses as more income is earned. Tara confirmed that this is the same message being communicated about Québec City; it can't be assumed that PAC will support 60 students travelling to QC, therefore the onus will have to be on the families. Annabel mentioned that other schools run successful galas and therefore PJ can too, however a team is needed.
- Betty feels that PAC and a gala are not inclusive enough, and limit participation. Annabel emphasized that this PAC's message has always been it's everyone's school. Furthermore, Lisa

brought up that all major organizations host galas for a reason: they are a major means of fundraising. In addition, it is an opportunity to build PJ community without kids.

- Tara reiterated that it should then be a matter of looking at each year independently. Revisit each year.
- Farzaneh suggested hosting more events in the gym, such as a multicultural meal, to draw different families (the drawback being the limited number that can be hosted in the gym)
- Linda J made mention of the ongoing struggle with parents coming to PAC with complaints, but no solution to offer, or offering a solution but being unwilling to take on the project even with PAC support. Whereas another parent felt that suggestions made at an earlier PAC meeting by parents potentially interested in running gala were dismissed.
- It was again discussed that these problems could be improved if fundraising is simplified for next year, and it is made clear at the beginning of the year what the one major fundraising campaign will be. Unfortunately this year PAC did not know until the last minute.
- A lot of emphasis has been made by PAC to improve communications.

NEXT YEAR'S BUDGET

In light of the above, Annabel indicated that next year's budget will have to be done differently.

ANY OTHER BUSINESS (Annabel P)

Annabel opened the floor to any other business

- It was mentioned that Sara Redmond would like to run "PJ's Got Talent". Tara emphasized that this would be a big undertaking requiring a lot of supervision/direction from administration. There would need to be categories, students couldn't lip-sync, music would have to be deemed appropriate, etc.
- It was also suggested whether PAC should host more dances. Ideas such as a "welcome back dance", a "Halloween dance", and a themed dance were suggested and positively received.

Meeting Closed at 10:15am