

PAC General Meeting - Minutes

February 13, 2019

ATTENDEES

Kirsten Dixon, Lisa Black, Steph LeComte, Michelle Ross, Tania Pan, Saiko Tachibana, Elham Oveisi, Cindy Nairne, Julia Kutlubay, Jane Lord, Michelle Morgan, Dina Daraee, Nataliya Cipriano, Victoria Mendes, Monique Schelle

1. CALL TO ORDER-Lisa B.

Meeting called to order at 9:00 am by Lisa Black.

1st Julia K., 2nd Monique S.

2. APPROVAL OF AGENDA-Lisa B.

1st Steph L , 2nd Monique S. Approved.

3. APPROVAL OF MINUTES OF JANUARY 16, 2019-Lisa B.

1st Cindy N. 2nd Julia K. Approved.

4. BUSINESS ARISING FROM MINUTES-Lisa B.

None.

5. VICE PRINCIPAL'S REPORT-Kirsten D.

Kirsten Dixon presented the Vice Principal's report and shared notes from Tara Zielinski who is away with the grade 7s on the Quebec trip.

TRIAD LEARNING/GOAL SETTING CONFERENCES

Kirsten asked the group for feedback around the January triad goal setting conferences that were conducted between students, parents and teacher. She commented that they had changed the timing from last year, holding the conferences in January rather than April, and consequently, giving students more time to work on their goals. The group agreed the January timing was more useful and that the triad conferences were a success. Particular mention was made that teachers seemed more prepared, and students and parents were better preloaded for the conference, as compared to last year. Kirsten D.

agreed and noted that the students now having done the process before, were better able to participate and engage this year.

Kirsten D. added that they had asked the teachers whether the triad goal setting conferences would be more useful at the beginning of the year instead of the regular, parent teacher conferences, and that the teachers had felt the regular parent/teacher conferences were also important. The meeting attendees agreed, but also suggested a teacher follow-up on the goals would be useful before the end of year.

ARTIST IN RESIDENCE

Kirsten D. displayed the four completed panels, beautifully created by the whole student body and Carolynn Elliot. She explained that each panel was based on one intermediate student's sketch of a scene in the PJ Community Park, and that every student in school was involved in painting a portion of the panels. She also showed the individually framed original sketches of the four students' work that the panels were based upon. These sketches had been selected based on a vote on by the student body.

Kirsten D. shared a beautiful card from Carolynn Elliot, thanking the students, teacher and parent community for the experience and their help with the project. Carolynn will be receiving compensation for leading and facilitating the project.

CARNAVAL

Kirsten D. expressed appreciation for all the parent help with making the Carnival a huge success. She also thanked the Sentinel students for their help with the Voyageur Crepe Lunch. She asked the group for any feedback about the celebration. Everyone agreed it was a big success, with the one challenge being finding adults to play Bonhomme. The group suggested an earlier call-out to parents to don the costume, or recruiting Sentinel students for the job, could help next year.

Kirsten D. shared that this year the students skate groups were more separated, which was initially challenging for teachers juggling the fun traditions of Carnival with necessary curriculum; however, in the end, everyone was pleased with the efficiency and ease of the skate events. It was particularly useful to have the 60 kindergartens skating as a sole group together. Kirsten noted they would do their best next year to tweak timing of skates but were limited to what the arena offered.

Victoria M. asked whether there was still a bake sale at the arena to raise funds for the Quebec trip. Lisa B. answered, that no, the bake sale had become disruptful to the event and was no longer held. Lisa B. also added that the Quebec trip fundraising fell to the Purdy's fundraiser and the \$12000 from PAC.

Kirsten D. also mentioned that Tara Z. and herself were discussing the possibility of using someone else for the Maple Man presentation as, Rene was quite expensive, and it would be great to hold a similar event for the students every year rather than every other.

LUNAR NEW YEAR

Kirsten D. expressed a big thank you to parent organizers for the Lunar New Year celebration, commenting that it was huge success, with great decorations, and really interesting and meaningful activities for the students to participate in. She noted that some other schools had had to pull down decorations as they were setting off motion detectors on the weekends, but that PJ has permission to keep ours up in the library.

Lisa B. also extended a huge thank you to the organizers and volunteers of the event on behalf of PAC, also noting that it was a huge success.

SALEEMA NOON BODY SCIENCE

Kirsten D. reminded parents that Cath Blyth from Saleema Noon Body Science would be holding a parent info session this evening (Wednesday Feb 13th) at 6:30pm. Babysitting had been arranged for 30 children, and any additional children needing babysitting should be run by her as there was limited space. Primary students would be receiving the Body Talk on February 20th.

MOUNTAIN WEST PHOTOGRAPHY

Kirsten D. updated the group that Tara had met with Rod from Mountain West Photography and shared the parent feedback on this year's individual student photos. Rod was receptive and will work with PJ next year to improve the photos.

6. TREASURER'S REPORT- Dina D.

BUDGET REVIEW

Dina D. presented the main financial points on behalf of the Treasury team. The Profit and Loss and Balance sheets were projected and a few handout sheets were available for attendees to view.

- Most fundraising is on track or even exceeding the estimates made in the annual budget, with the exception of fun lunch, which is still way behind its estimated revenue.
- Thanks to our movie night team, we have had another successful one hosted by grade 1s on Jan 18th. Movie night has achieved 74% of its annual target.
- Gelato Friday is also doing well, with the most recent one held on Feb 1st, and has reached 70% of its annual target.
- Lunar New Year celebration was on Feb 5th. We received the details of the donations they've received but nothing regarding the receipts and the purchases yet. There was about \$1400 in donations.
 - Lisa B. added that the Lunar New Year Committee, and any other committees such as the Norouz Committee, must run donations through PAC in order to account for, and note costs of, what has been donated. This is particularly helpful for planning and budgeting of future events. All donations given to a specific event would be returned to that event. If items were donated without receipts, estimates of cost should still be noted.
- Artist in Residence is done and we are very thankful to Mme.Carolynn Elliot for this great art project. We've paid \$4,774 in total:
 - \$3000 to Carolynn
 - \$700 frames/canvasses
 - \$1300 paints and related supplies
 - Refunds of \$129 and \$106 of unused supplies
 - Lisa B. noted the total expense was well under the provisioned amount of \$7000 for the project
- Body science workshops are in progress. We will pay Saleema Noon after the last workshop is held, the amount of \$1500 for all three workshops.

Dina D. asked whether there was any questions. Julia K. inquired about the revenue from the last movie night as the numbers seemed lower. Dina D. replied that the last movie night generated \$1150 before expenses as compared to the first with \$2340. It was noted that the first movie night was unusually busy, and that the last movie night was a more typical turnout, particularly for the time of year.

Lisa B. updated the group on Fun Lunch. She explained there are several factors that changed this year with the program that have resulting in growing pains and decline in revenue:

- New ownership of the company Foodie Kids. It was previously owned by a PJ parent which resulted in some perks and deals. New owner Robert has given PJ a 10% discount for the year as was done with the previous ownership, but will not continue to do so next year. PJ also used to get a helpers from the company at no expense, but is now paying for a company helper on Tuesdays and Thursdays at \$15/hour.
- Robert also has his own ordering system, which is a change for PJ this year. As Hoda is leaving, and no one has stepped up to take over, PJ has to use his system. Lisa B. has looked around at other companies and asked specific vendors like Pudgies for more help in distributing purchased meals, but so far no one has offered anything better.
- The recent survey revealed that a third of respondents don't order, a third order regularly for convenience and third order once/week as a treat. The program doesn't seem as popular with the present school demographic.
- Due to these factors, PAC is expecting less revenue from Fun Lunch next year.

Nataliya C asked whether getting a volunteer group to run Fun Lunch was possible, rather than just one person to replace Hoda. Lisa B. explained that it could be run by a group, but that firm commitment was necessary, and in the past volunteers did not always show up, resulting in the Hoda having to fill in a lot of gaps last minute. Further there has been no one interested in volunteering so far. Victoria M. suggested perhaps paying someone to run the program. Cindy N. suggested we needed a final call out for 'team of volunteers'. Dina D. added that not everyone was aware of the amount of fundraising that Fun Lunch generated, nor the amount of enriched programming our students received as result of that PAC fundraising. It was agreed there would be further messaging to parents about the impact of Fun Lunch fundraising and the need for volunteers to run it.

7. UPCOMING EVENTS-Lisa B

Lisa B. highlighted the upcoming events:

- Norouz to be celebrated on March 12th
- Sleep Week - district wide initiative to raise sleep awareness during the week of February 18th
 - Lisa B. mentioned that Dr. Schonert-Reichl would be speaking on the topic at Kay Meek on March 12th. Dr. Schonert-Reichl has spoken with the Dalai Lama and to US congress was would be a worthwhile speaker to hear.
 - Kirsten D. added a recent district-wide survey revealed that a large proportion of kids across the district were not getting enough sleep. Sleep week at PJ would involve a pajama day and variety of other activities in class around the importance of sleep
- Movie night hosted by grade 2s on March 8th. Movie still to do be determined
- Gregg Le Rock performance at Kay Meek for whole student body on March 11th
 - Kirsten D. explained Gregg Le Rock is a French singer who performs all over Canada. As he makes his music and lyrics very accessible, Mme Arrafi and teachers have been teaching the students so they all can participate in his 'rock concert'. Primaries and Intermediates will have different sessions.
- Seussical the Musical on May 16th
 - Director Susan Piercey guest speaker at this PAC meeting

Lisa B. explained that this year's multicultural Potluck was going to be canceled. This was due to both Lunar New Years and Norouz celebrations taking shape independently, February already being such a

busy month, and to no other volunteer taking on the lead for the Potluck. She suggested that it may be something to consider for next November.

8. VOLUNTEER CALL-Lisa B.

Lisa B. explained the Volunteer Coordinators could not be at the meeting, but that the upcoming Norouz celebration would need more volunteers. *Seussical the Musical* would also need more volunteer support and director Susan Piercey would be speaking at the end of the meeting about the production needs.

9. NEW BUSINESS-Lisa B.

Lisa B. asked the group whether there was any new business. Victoria M. had a question regarding the buses for the Quebec trip. Lisa B. directed her to discuss Quebec trip business with the PJ Admin as PAC does not organize the trip.

Lisa B. shared that the PAC Executive was considering adding a PJ Alumni Scholarship to next year's proposed budget. The scholarship would be \$1000 dispersed by Sentinel to a former PJ student graduating from the French program. Criteria would still need to be worked out, and if voted in for next year's budget, the scholarship would be awarded to a Sentinel student graduating in 2020.

10. QUESTIONS/ COMMENTS -Lisa B.

None.

11. ADJOURNMENT- Lisa B.

1st Julia K., 2nd. Michelle M. Meeting closed at 10:04 am.

12. GUEST SPEAKER - Susan Piercey, Director of *Seussical The Musical*

Susan Piercey introduced herself as the director of this year's musical, *Seussical The Musical*. She expressed her excitement with the large amounts of talent, engagement and motivation she has found in the students. Because of this, she feels she is able to up the bar in terms of the choreography and costuming from what is normally found in a junior production. Further, she explained that the musical was picked in part for its important and relevant themes around empathy, inclusion and the environment. The production comes with teaching resources to further explore the themes in the classroom.

A discussion followed that raised suggestions and clarified some of the details around the production:

- The production is the Junior version of the show, and therefore, is one hour without an intermission
- There will be a rehearsal, followed by an afternoon and evening showing on May 16th
- There are two casts of the main characters, one that will perform the matinee and one the evening performance. There is also an additional 180 intermediate students that will be involved in the production, and it is being discussed whether to split them into two groups as well
- Ticket price was proposed at \$20 per ticket. Other opportunities to fundraise at the event are possible:
 - Offer half price tickets to watch the rehearsal

- Purchased photos of the cast and/or photos with cast
- Booth to make Fine Arts donation
- Flowers to sell to give to the performers
- Wine served before performance
- Auction off first row of seats
- Possible “Seussical” merchandise like t-shirts. Lisa B. has looked into this with Seussical’s copyright materials and it gets very expensive. Suggestions were raised on workarounds for t-shirts that use other phrasing like “PJ Musical”, or something with “Dr Seuss” instead.
- Filming of event, perhaps by Rockridge students, with a purchasable digital download
 - This would also deter parents from filming during production
- Possible montage of rehearsal photos shown before performance
- Hoping PJ community will fill the seats, this could include, PJ kids club and local Seniors groups
 - Additional small group numbers could be performed at local Seniors’ Centres

The discussion also highlighted the volunteer needs:

- Susan would be meeting with the Set Design team this week and start to design and create a plan for construction. Important to get this started as choreography depends on the sets.
- Production is still in need of people to organize costumes. Susan is hoping to get a few people in charge of groups of costumes. Parents and students can make their own, but may need help and guidance
- Lisa B. affirmed PAC Executive support in running the event, and suggested adding a timeframe to the volunteer signup sheet, to get an idea of when volunteers are needed for different aspects of the production