

**École Marlborough School**  
**PAC General Meeting Minutes**  
Wednesday, October 6, 2021 – 6:30 pm-8:00 pm  
Music Room – West Building



**Attendance**

**Parents:** Joe, Alain, Dnya, Lori, Todd, Tony, Mill, Roberta, Bruno, Antara, Felipe, Gadis, Birgit, Silvia, Monika, Jing, Ferestch, J

**PAC Executives:** Lily Sharma (Chair), Patrick Hung (Treasurer), Manami Calvo (DPAC)

**Marlborough Staff:** Karen Floyd (Principal), Francine Giacomazza (Vice Principal)

**Agenda Items**

**1) Welcome and introductions/ Chair's Report – Lily Sharma**

- Chair started with saying a gratitude to our Indigenous people, welcomed and thanked all the parents, Principal and VP for attending the PAC GM on a school weeknight
- Thanked the outgoing PAC executives and congratulated the new PAC executive team. Included below points in the chair notes:
- Successful execution of year's only PAC Fundraiser- Husky Masks.
  - A challenging year as all traditional, popular fundraising was stopped due to COVID-19. PAC executives brainstormed new ideas, identified suppliers, approved quality/design that would meet the BC safety mask guidelines, created banners/flyers to finally distribute masks to parents.
  - PAC Cost \$562 Vs. Income \$ 947
- Thanks to our school Principal and Vice-Principal kept the school year going smooth and safe during COVID-19.
- Functioning relationship with PAC and School Administration to address parents' issues & complaints!. Parents highlighted their issue, and the PAC chair communicated that to the school. School acted by seeking review from the school boards.
- PAC contributed to 650.00 (Donations to Families in need), Pumpkin patch (\$1800), Maple Cookies (\$161.38), school staff appreciation/retirements (\$751.38), Graduation celebrations (\$600).
- PAC budget-Cash on hand \$30,160.50, Gaming Account \$ 26,930.52, Income Account \$ 2,870.45- Fundraising Account \$ 0.15 Membership Shares \$ 359.38.
- PAC Gaming grants for the Yr. 2021-2022 application has been submitted by the PAC treasurer. PAC to receive approx. \$20 per student from the Ministry of Education. Expected to be deposited to the PAC account by the end of 2021.
- Recommendations for the new PAC executive team
  - Reevaluate and seek fresh votes from parents on the reserved fund (\$24,000.00) allocated to proposed stone benches/outdoor classrooms on the east side. The reasons are:
  - In the last two years since voting on this proposition, the school population has changed. PAC executives should consider seeking fresh votes to ask for parent approval on the proposal.

- New Eastside ground installments that have reduced green space, adding stone benches may further reduce green space.
- Assess the need for installing something permanent vs. using temporary wooden benches when needed.
- Follow-up on \$4000 grants by City of Burnaby's Parks, Recreation.- Application should have a plan based on the above decision/discussion
- Add another/backup Treasurer position via an amendment to the PAC constitution/bylaws. Allow more parents to participate in PAC executive roles.
- Encourage Parent led committees that are not necessarily involved with PAC executive functions but present their minutes to the PAC executives. One example of such a committee is to handle PAC social media presence on Facebook pages, etc. This PAC chair has done some work on this and now has to move to the stage of execution.

## 2) Principal's Report – Presented by Karen Floyd

- Staffing update – 927 students
  - 41 divisions (27 Eng & 14 Fr)
  - New division - gr. 2 teacher, Miriam Tratt, room 10 East bldg.
  - Thank you for your patience with our reorganization late Friday September 10<sup>th</sup>.
- Playground update – investigation about the West playground. The School District is unable to lower the bar or raise the soft fall. The recommendation is to either leave it as is or remove it entirely. Please note that there haven't been any accidents on the zipline during school hours.
- Covid Update:
  - Things are going well, however we are experiencing positive exposures amongst our students. It is taking Fraser Health a long time let us know about the contact and to do the contact tracing. Thank you, Thank you for sending your kids with their masks on so far we have almost 100% compliance from K-7.
  - We need your help PLEASE!!! Please do the daily health check before sending your children to school. Make sure you are not sending your children to school when they are unwell (any cold like symptoms, fever). You will only hear from the school if there is an exposure in your child's classroom as per the new Ministry of Health direction.
  - If you get a call from the school about your child having cold or flu like symptoms, you need to pick your child up immediately. We only have one isolation room per building. Please ensure your emergency contact information is current (call the office with any updates).
- The main doors to the buildings are now unlocked. If you need to speak with someone at the office, please enter and walk to the office and sign in (contact tracing) or if needing to speak with a teacher, please email the teacher to set a time up. It is very hard for a teacher to "just" have a quick conversation at the door before and after school while students and parents are around.
- Individual photos are on October 21<sup>st</sup> starting in the morning.
  1. Students will be called down to the gym in small groups starting with the Kindergartens.
  2. There will be clear signage as to where students need to stand and wait – physically distanced with mask on.
  3. Touch points will be limited and hand sanitizer will be available.
  4. Photographers will keep their distance and direct students from behind the camera.
  5. All of the photographers will be wearing masks and keeping equipment sanitized.
- ★ Parking – Is there an interest in having parent volunteers working on the Dover lot? If you would like to volunteer in the morning drop off or afternoon pick up, please contact Francine or myself.

### 3) Introduction on CPF position, followed by Q&A - Presented by Karen Floyd

- Amend - add Canadian Parents for French representative to executive committee
- The elected officers should include: President, Vice President, up to two Secretaries, Treasurer, and up to three (3) District Parent Advisory Council ('DPAC') representatives.
- The elected officers should include: President, Vice President, up to two Secretaries, Treasurer, and up to three (3) District Parent Advisory Council ('DPAC') representatives, and a Canadian Parents for French (CPF) representative.

Q: The majority of PAC Executive members are French Immersion parents. Would adding this CPF rep position on the PAC exec further this imbalance?

ANS: Nominations for PAC Executive positions are open to all parents. In addition, it is helpful to have the CPF rep for the school on the PAC executive, to ensure CPF communications flows down to all parents. CPF activities benefits both English and French students (i.e. activities such as Carnaval. Also, PAC Executive can also use one extra person on the team, to assist with PAC executive duties.

Q: Instead of being an executive member of the PAC can the CPF rep be a standing member of the PAC (without executive voting rights)?

ANS: Yes, this is possible.

Voting results:

9 for the motion to add the CPF position to the PAC Exec team

6 against the motion to add the CPF position to the PAC Exec team

As 2/3 majority is needed, the amendment did not pass.

### 4) PAC Executive Elections:

- Brief overview of each PAC Exec position
  - o Chair
  - o Vice-Chair
  - o Treasurer
  - o Secretaries (up to two)
  - o DPAC Rep (up to two)
- Brief introductions made by each candidate
- Voting on Chair (2 candidates) and Treasurer (2 Candidates) positions.
- New 2021-22 PAC Exec Team:
  - o Chair - Gadis Setiaputri
  - o Vice Chair - Antara Deb
  - o Treasurer - Patrick Hung
  - o Secretary - Manami Calvo
  - o DPAC Reps - J, Mariah Battiston

Meeting adjourned at 8:15 pm.