

École Marlborough School
PAC Annual General Meeting Minutes

Wednesday, May 25, 2022 – 6:30pm -7:30 pm
Music Room, West Building



Attendance

PAC Executives: Patrick Hung (Treasurer), Manami Calvo (Secretary), Milll Tsang (Secretary), J (DPAC)

Parents: Lori, Todd, Silvia, Juno

Regrets: Gadis Setiaputri (Chair), Antara Deb (Vice Chair), Mariah Battison (DPAC)

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

1) Welcome and introductions – Manami (Secretary)

2) PAC Chair Report – Patrick (Treasurer)

- Motion the minutes from April 13, 2022 General Meeting minutes. Minutes approved by Lori and seconded by Patrick.
- Scholastic redemption book credit have been used and the library already received the 182 books that were donated by the PAC
- The next school year General Meeting tentatively will be on September 21,2022. There will be more information to follow.
- PAC will host a coffee morning at 8:45am tentatively on September 6, 2022 (for Grade 1-7 parents) and September 19 (K).
- PAC is looking to donate Juice Box, Granola Bar and Fruits for Sports Day in June 15, 2022
- Grade 7 Grad Committee update
 - One month left- event is planned for June 24th, after ceremony. Vendors finalized – working on sourcing decorations, drinks, cutlery,
 - Invitations sent home with students.
 - Freezie sale May 20- thank you for your support.
 - We plan to have a concession stand at Sports Day.
 - The committee does have an ask from the parent population. Get into more detail in the Treasurer’s report.

3) Principal’s Report - Karen Floyd (Principal)

Thank you for Student Led Conferences on April 28– first time parents came into the school.

Outdoor Band concert (45 minutes) on Fri, June 9, right after recess

On Monday we will have an earthquake drill. Start at around 2pm. Students to practice their “duck and cover” and exiting the building. Staff to take attendance outside. More directions will be given in the event of a real earthquake. Students will dismissed after drill. Parents, please don’t enter the building at during the drill.

Celebration of Learning- Last Friday of the month – We are going to try to have one on May 31st in person. Intermediate and primary assembly. Parents not invited this time as students readjusting to the assembly process.

Sports Day – June 15. Early Dismissal. 8:50am – 12noon.

Parking Safety – Burnaby District has hired an engineer to count cars and on Arrow Street, Dover and Nelson parking lots. They asked us to survey the students (7 questions). The engineer are working on the report. School will let us know results

Enrollment for September 2022- Full enrollment. 14 French, 21 English classes. 103 Grade 3's.

If you know you are going to move please let us know right away. We can transfer the student file to the new school.

If you are moving out of catchment, please contact Karen and Francine as soon as possible.

3 teaching staff layoffs – We hired a lot of online teachers with Coved that now have to be cut. We are hoping to be able to hire them back

Year End – early dismissal on June 29 (8:50am-10am). If you are not going to be at school you can pick it up in September but the office is closed in July/Aug.

Thank you to this year's PAC Exec Team for their work this year. Highlights of year include our new rock garden.

4) Treasurer's Report – Patrick

Please see attachment (Financial Statement)

Patrick will be applying for gaming grant shortly.

Biggest expense - Field trips, now that things are opening up.

Motion to approve an extra \$500 towards the 2021-22 Grade 7 Grad Committee account, specifically to pass on to the 2022-23 Grad Committee, approved. Traditionally a small amount is passed on to Grade 7 Grad Committees from the Grade 7 Grad Committee the year before. However, due to Covid restrictions, the last two Grade 7 Grad Committees did not fundraise enough any money to pass on to the next Grade 7 Grad Committee. PAC would like to contribute \$500 so that the 2021-22 Grade 7 Grad Committee does not have to use their funds to pass on to the 2022-23 Grade 7 Grad Committee.

5) DPAC Update – J

School team visit- J and Manami went to Moscop for a team visit on May 18, 2022. Moscrop staff presented on their goals of improving literary and mental health and their approach to achieving these goals.

Last DPAC meeting was on May 16 – there will be a recording that will be released soon about mental health literacy.

Burnaby School District did a survey of 11,000 students, staff, community members re racism. Listen, Believe and Validate. 30 parents gave further feedback in focus group. Third party Collab was hired to do the focus groups.

Tragedy re death of 14 year old student at Byrne Creek in an accident. School has asked for more support from DPAC>

DPAC reported a surplus budget.

DPAC held their executive elections. The DPAC Secretary has left. Chair will remain the same.

J went to BCCPAC conference- end of April/early May – highly recommended conference. Presentations on How Parents Can Get Involved in the School, Healthy School BC.

BCCPAC AGM – Had an election but 4 roles remained unfulfilled. They are looking to recruit 4 more roles. Parents can self-nominate or nominate others by midnight on May 23.

6) Presentation – Health and Safety Rep position – J

Health & Safety Rep position – this position would liaise with teachers on topics such as traffic and parking safety, earthquake preparedness, attendance tracking, diversity & inclusion and mental health.

Parents can each pick a topic of their interest, e.g., mental health, traffic safety, air quality, etc. They will be responsible for following up with school and DPAC on these issues and report back to the rest of the parents

Question from Todd- Do parents report their health & safety concerns to Principal?

Karen – Yes, the committee meets monthly to discuss issues that come up. Examples of topics that are discussed in these meetings include air quality (tested monthly) and earthquake drills. There is a CUPE member, admin, and teaching staff on the committee. The minutes are shared.

Patrick – let's discuss this new position with the new PAC exec team the next school year.

7) CPF Update- Mill

- CPF granted two grants -French Immersion Grant (\$210), Graduation grant, in lieu of Quebec trip (\$15 per student)
- CPF finalizing budget for year.
- Organizing summer camp
- Mill to follow up with CPF about Grade 7 French Immersion graduation certificates.
- AGM will be held at 7:30pm tonight.

8) PAC Executive Elections

Patrick presented Powerpoint slide on each position (attached) .

Parents present at the meeting were invited to self-nominate themselves for a PAC Exec position – no parents came forward.

- Patrick self-nominated as Treasurer.
- Mariah self-nominated as DPAC Rep
- Mill self-nominated as CFP rep.

Patrick willing to act as interim Chair.
Mill willing to act as interim Secretary

Francine and Karen – will be back at school on Aug 29th.

9) Meeting adjourned at 7:44pm

Upcoming Event/ Dates of interest:

- June 3, 2022– PRO D Day
- June 9, 2022- Outdoor Band Concert @ 1:30pm
- June 15, 2022 – Sports Day @ 9am. Early dismissal @ noon
- June 24, 2022- Grad 7 Grad Ceremony and Celebration Lunch
- June 29, 2022- Last Day of School. Early dismissal at 10am.