



Queen Mary PAC Meeting Minutes

Date: Tuesday, May 13, 2020

Attendees: Megan Davies, Janine Kobylka, Tracey Wood, Sasa Chambers, Bree Stanlake, Sian Dowle, Christine Darvell, Maria Koebesh, Judy Yeung, Soo Yeon Ahn, Vitor Helfensteller, Julia Tee, Mary Pappajohn, Kuljit Sajjan, Vicky Aneliunus, Andrew Taylor, Merle Miedzygorski

Regrets: Nazy Alborz, Lisa Meyer

Meeting commenced: 7:06pm

1. **Approval of Agenda**
 - **Moved by:** Chris Darvell
 - **Seconded by:** Tracey Wood
 - **Unanimous approval – Motion carried**
2. **Approval of March 10, 2020 Minutes**
 - **Moved by:** Andrew Taylor
 - **Seconded by:** Merle Miedzygorski
 - **Unanimous approval – Motion carried**
3. **Principal's Report – Megan Davies**
 - **Thank you**
 - To all parents and caregivers for the support that has been required to maintain continuity of learning
 - Acknowledgment of our current situation and the need for parents/caregivers to take on several different roles – often with flexibility, patience, perseverance and more!
 - Thank you for wearing many hats and continuing to support or staff and student – we could not do it without your time, energy, effort and hard work!
 - **QM has switched to Edge Imaging for 2020-2021.**
 - Decision was made as quality of product and service was not satisfactory with previous company
 - **Blinds**
 - Have been installed in all classrooms – outside and inner windows – as well as on the windows of doors between the classrooms

- **Faucets**
 - Temperature has been adjusted on all faucets to be 105F (the recommended temperature for hand washing at elementary schools).

- **School Organization**
 - Very tentative
 - Currently staffed for 14 divisions
 - High number of International students (~30) who may not return due to current situation – this may significantly impact our staffing and organization

- **Grade 7 Recognition**
 - In person assemblies have been cancelled in the district
 - Grade 7 team at QM is looking to organize an online recognition that will have similar components as previous years' assemblies (address by staff, students, parent, recognition of each student, scholarship etc)
 - Grade 7s will receive a yearbook (unique for this year)

- **Continuity of Learning**
 - Awaiting further info from the Ministry, Coastal Health and Provincial Health Officer
 - Will continue to move forward using the 4 guiding principles outlined by the VSB – Health and Safety, communication, Connection and Continuity of Learning
 - Will follow protocols and expectations outlined by Coastal Health and the Provincial Health Officer
 - Families will be updated as soon as we have more information (likely in the coming days)

4. Chair's Report – Janine Kobyłka

- **Welcome**
 - Thanks for attending
 - Teacher/staff appreciation lunch cancelled; want to acknowledge the work our teachers and support staff are doing – huge thank you

- **Scholarship Award**
 - PAC decided to go ahead with the award
 - We received 5 applications (not far off what we usually get)
 - Carlie Condon (thank you) has formed a committee; a decision will be made, and winner announced by June 1
 - Winner usually gives talk at Grade 7 leaving assembly – will try to maintain this tradition with either a pre-recorded speech or participate in a virtual assembly

- **Hot Lunch**
 - April trial period with Calhouns was cancelled
 - Calhouns was tested at November PAC meeting and consensus was that it was a healthier and more varied menu
 - They will be able to start in the fall in whatever capacity we are able to do hot lunch
 - May need parent volunteers with new system, especially at the start

- **Direct Drive**
- Cut short due to COVID; last numbers we have approx. \$8,000 out of \$43,500 Collected
- PAC has an accumulation of funds in both accounts; can't use Gaming for in-class tech
- PAC is proposing to spend \$6,000 from General funds towards the Direct Drive requests (Technology – laptops, iPads, carts etc.)

- **Saleema Noon**
- Spring Body Science workshops all cancelled
- Saleema Noon has created online platform available to schools who had spring sessions cancelled
- We can purchase access for \$250 + tax
- Parents wanting access will fill out a form, send it back to Saleema Noon, and receive a link and password to the platform within 5 days; they will have access to the platform for 10 days; teachers can also access if they choose
- Can be used by students alone or with parental participation

- **Grad**
- Still waiting to see what can be done (virtual ceremony, something socially distanced in person if restrictions are relaxed in June?)
- Grad committee all still wanting to help/participate in whatever way possible
- Rebecca Anderson is creating a Grade 7 Yearbook for Grads (thank you!)– priced out at \$350; we have \$250 already approved for grad – PAC is proposing to spend another \$100 from Gaming to cover the total cost of the yearbook

- **Succession Planning**
- I've had no responses to my call for nominations
- I will write a letter and send it to class parents to send out to divisions
- Less than 50% of subscribers open PAC emails
- I will also confirm people for various event roles (welcome events, book sale etc.)
- should any of those events take place next year

5. **MOTION:** To spend \$6,000.00 of General Funds on the learning technology for the school (laptops, iPads etc.)

- **Moved by:** Judy Yeung
- **Seconded by:** Sasa Chambers
- **Unanimous approval – Motion carried**

6. **MOTION:** To switch Hot Lunch provider in the Fall to Calhoun's Catering

- **Moved by:** Maria Koebisch
- **Seconded by:** Tracey Wood
- **Unanimous approval – Motion carried**

7. **MOTION:** To spend \$262.50 (\$250 + GST) from Gaming Funds to purchase access to

Saleema Noon's Body Science Online Program

- **Moved by:** Chris Darvell
- **Seconded by:** Maria Koebsch
- **Unanimous approval – Motion carried**

8. MOTION: To spend an additional \$100 from Gaming Funds for the Grade 7 Grad Yearbook

- **Moved by:** Julia Tee
- **Seconded by:** Mary PappaJohn
- **Unanimous approval – Motion carried**

9. Call for 2020-2021 PAC Executive Members. Please let us know if you are interested in any of the Executive Roles so we can prepare for our June AGM. The following positions need to be filled.

Vice Chair

DPAC Representative

3 Members at Large

10. Treasurer's Report – Sasa Chambers/Bree Stanlake (given by Janine Kobylka)

- Accounts are in good standing with healthy balances in each.
- Even with proposed spending, accounts are looking good for the Fall, and the uncertainty that may also come due to COVID pandemic restrictions.

11. DPAC Report – Maria Koebsch

- Nothing to report, other than a town hall meeting via Zoom being held on May 21st

12. Other Business

- No other business

13. Adjournment: 7:47pm