

**McNeely PAC Meeting Minutes**  
**Date: Tuesday, November 14, 2023**  
**Time: 7:00pm**  
**Location: McNeely – Library**

1. Welcome and Attendance

- a. Recorder: Claudia Chan
- b. Attendance:
  - i. Karina Sanchez
  - ii. Pavan Dhudwal
  - iii. Jovan Renshi
  - iv. Janet Langelaan
  - v. Kelli Savage
  - vi. Claudia Chan
  - vii. Mandy Zhang
  - viii. Victor Li
  - ix. Michelle Manese
  - x. Octavio Lopez
  - xi. Darryl Unger (Principal)
  - xii. Ellen Reid (Vice-Principal)

2. Additions to the Agenda

- a. November 28, 2023, Chrissy B, made a request via WhatsApp PAC Chat group to approve a budget of \$500 from the V-Ball grant to provide pizza for volleyball tournament at Cambie Secondary for 120 students (4 schools) 30 volunteers & Coaches. Jovan R, seconds the motion, all in favour (Jovan, Kelly, Sukh, Janet, Pavan, Victor, Gioga, Karen) 8 votes in favour, 0 Objections, 4 abstentions. Motion passed and carried.

3. Approval of the Agenda

Kelli Savage motions to approve the agenda Jovan Renshi seconds the motion 10 votes in favour 0 objections 2 abstentions motion passed and carried.

4. Approval of minutes from the following meeting

- a. October 23th PAC Meeting

Pavan Dhudwal motions to approve the agenda Michelle Manese seconds the motion 10 votes in favour 0 objections 2 abstentions, motion passed and carried.

5. Chair's Report (Karina Sanchez)

- a. We would like to be able to get through all items as meeting will have to end promptly at 8:00 pm

6. RDPA Update – (Karina Sanche)

- a. Meetings are the first Tuesday of every month at the Richmond Board office starting at 7:00pm. Also, they will have a zoom link if anyone wants to attend these meetings, please let me know.
- b. Next meeting is on November 21, 2023 On-line via Zoom 101 PAC workshop

## 7. Treasurer's Report

- a. Budget Approval 2023-2024
  - i. Grade 7 photos - TBD
  - ii. Winter Holiday Hamper – Historically \$1,000 has been allocated, approximately 7-8 families will be supported via the hamper this year. Karina Sanchez motions to increase the budget to \$1,500, Jovan Renshi seconds, 10 votes in favour, 0 objections, no abstentions; motion passed and carried.
  - iii. Teacher's Wishlist
  - iv. Opening balance \$36,870.22, minus allocations and 1300 from volleyball grant, as well as cheques not yet cashed it'll be closer to \$20,000

## 8. Administrator Report Mr. Unger

- a. K Registration
  - i. Please ensure to register, remind those in your network to register as well if you know of anyone who have children who are currently 4 years old turning 5 next September. Can be done online or at the School Board Office
- b. Progress Reports
  - i. Should be coming out soon, this year will be similar to traditional reports, 3 of these a year, reports on all subject areas but not necessarily all areas every term.
- c. FSA's
  - i. A copy of the booklet will be provided to parents if your child sat for the FSAs (meeting expectations, on track or exceeding grade level) only 4<sup>th</sup> and 7<sup>th</sup> graders sit for this test.
- d. Staffing Shortages
  - i. Difficult time finding full-time staff, if someone is absent it's often we are unable to find a TOC, could be up to 4-5 people a day. This struggle is across the province. All staff are doing their very best.
- e. Emergency Drills
  - i. Earthquake drill was conducted today, the next time we do one will be a full evacuation drill. Always try to approach the drills calmly and become routine so that there isn't panic. Families will receive advanced notice for lockdown drills
- f. Weather Related School Closures
  - i. In the event there are weather related closures, staff are notified and are not required to work (though Administrators are).
  - ii. Check the District website, radio stations, media/news outlets
- g. Broken Playground Apparatus
  - i. Boarded, and sectioned off until maintenance can come to fix it. Several pieces of equipment are in need of repair. Feel free to notify Administrators and bring it to their attention.
- h. Volleyball

- i. The teams are in good spirits and appear to be having lots of fun!
- i. Winter Performance
  - i. We will be having a Winter Performance this year
- j. Reimbursements – Thank you from Staff!
  - i. For reimbursements, staff are to reach out to Yvonne Farrow, PAC will reimburse the school with one cheque at the end of the year.

## 9. Old business

- a. Halloween Party update – Jovan/Pavan
  - i. Budget was \$2,500
  - ii. Expenses \$2,657.96, revenue \$2,140.10
  - iii. Not Profit for this year but really good turnout, great event, everyone had fun!
  - iv. Next year, brainstorming of different games that we could source.
    - 1. Haunted houses
    - 2. 50/50 draws (subject to gaming license)
    - 3. Further discussions in June 2024
- b. Volleyball grant update – Chrissy Benz
  - i. Remaining funds of 350 for outdoor posts and net to be paid to McNeely/SD 38 when completed.
  - ii. \$1,000 to Cambie School for Grade 6/7 tournament to cover student referee, pizza party, prizing, gym, equipment etc
  - iii. Met with the Athletic Director Brian Meier and his leadership students, working on December 4<sup>th</sup> as tournament date.
  - iv. (some questions and information were share by our Principal)
    - 1. Tournament is historically free - usually will be a fee to pay for pizza. where did the \$1000 come from, is it just because the grant is available?
    - 2. Are they charging every other feeder school?
    - 3. December 4<sup>th</sup> is the day where the Staff Meeting is happening, won't be able to attend.

## 10. Fundraising

- a. Hot Lunch – Karina update
  - i. \$771.06 profit, Subway was \$382.45, Sushi for next hot lunch, Dec 15 is pizza with Dominos
- b. Treat day – Pavan Dhudwal
  - i. Dec - 5<sup>th</sup> and 19<sup>th</sup>, hot chocolate and cookies Nov. 22 Popcorn?
- c. Christmas pictures --
  - i. Pavan Dhudwal – made profit of \$260
- d. Gift cards—Chrissy
  - i. Nov. 17 is the deadline, and Dec. 1 is when the delivery will happen for first round.

## 11. New business

### **Teachers Wishlist 2023-2024**

1. Ipads \$3000 for 3 years lease (Installments payments of \$1000 per year total \$3000)  
Kelli S, motions to approve the lease of the iPads Karina S, seconds the motion 10 votes in favour, 0 objections, 2 abstentions motion passed and carried
2. Math Manipulatives. Karina Motion to approve \$1000, Paven D, seconds the motion 10 votes in favour, 0 objections, 2 abstentions motion passed and carried r
3. Outdoor Playground Equipment. Janet L. Motion to approve \$ 1000, Jovan R. seconds the motion 10 votes in favour, 0 objections, 2 abstentions motion passed and carried
4. Primary Centre Materials -Keva Blocks, Train sets. Wooden Building Blocks. Michelle M. Motion to approve \$1000, Kelly S. Seconds the motion 10 votes in favour, 0 Objections, 2 abstentions motion passed and carried.
5. Scholastic Conversation Kit. Jovan R. Motion to approve \$200, Kelly S. Seconds the motion 10 votes in favour, 0 Objections, 2 abstentions motion passed and carried.
6. ADST Materials (Staples Gun x 2 / Glue Gun x 2, Wood Burning Kit x 6) Karina S. Motion to approve \$600, Kelly S. Seconds the motion 10 votes in favour, 0 Objections, 2 abstentions motion passed and carried.
7. New Sand Toys \$50/ class x 4= \$200 Michelle M. Motion to approve \$200, Karina S. Seconds the motion 10 votes in favour, 0 Objections, 2 abstentions motion passed and carried.
8. Art Start Presentation. Janet L. Motion to approve \$1000, Victor I. Seconds the motion 10 votes in favour, 0 Objections, 2 abstentions motion passed and carried.

#### **Future review if funds are available**

1. Games for Classrooms \$ 250/ class x 2 = 500
2. Tuff trays (for groups science and art play) \$50/ class x 4 = 200
3. Music/ Dance Program \$15 per students x 400 = 6000

PAC decided to allocate \$5,000 from the operating account and \$1,000 from the gaming account to sponsor the purchase of the items and programs on the teachers' wish list.

### **Dates for PAC meetings 2023-2024**

Monday December 11<sup>th</sup> at 7:00 pm  
Monday January 15<sup>th</sup> at 7:00 pm  
Monday February 12<sup>th</sup> at 7:00pm  
Monday March 11<sup>th</sup> at 7:00pm  
Monday April 8<sup>th</sup> at 7:00pm  
Monday May 13<sup>th</sup> at 7:00pm  
Monday June 10<sup>th</sup> at 7:00pm

12. Roundtable

13. Adjournment @ 8:18

14. Next meeting December 11<sup>th</sup> at 7:00 pm in the School Library