

**McNeely PAC Meeting Agenda**  
**Date: Monday, October 21, 2024**  
**Time: 7:00pm**  
**Location: Classroom Room 15**

1. Welcome and Attendance
  - a. Recorder: Claudia Chan
  - b. Attendance Chrissy Benz, Catterina Chan, Claudia Chan, Pavan Dhudwal, Kajal Lad, Jovan Renshi, Karina Sanchez, Eric Wang and Darryl Unger
2. Additions to the Agenda
3. Approval of the Agenda

Kajal Lad motions to approve the agenda Pavan Dhudwal seconds the motion 7 votes in favour 0 objections 1 abstentions; motion passed and carried, if passed.

4. Approval of minutes from previous meeting – 09-2024

Chrissy Benz motions to approve the agenda Pavan Dhudwal seconds the motion 7 votes in favour 0 objections 1 abstentions; motion passed and carried.

5. BCCPAC/DPAC/RDAP – Updates
  - a. PAC 101 is being held on November 5th from 6:30 – 8:30pm at Burnett Secondary, this meeting will be held in-person, there will be pizza! Seeking someone to attend the Fundraising workshop: <https://www.facebook.com/share/p/2LV9xsWWkrGcCYq1/>
  - b. Update from the October DPAC meeting: a lot of growth in the Richmond Community, all teacher contracts have been signed and in place.
  - c. Additional notes from the DPAC: Foodsafe course costs are eligible for reimbursement by the District PAC. For any traffic concerns at the schools - email richmondpasd38@gmail.com and copy Mr Unger. The District PAC will be getting their District Traffic Committee going again.

6. Administrator's Report
  - a. Staffing/New staff
    - i. 3 new teachers Katya Ballos (teacher relief), Lisa Soper (teacher relief), Learning Enhancement Teacher, Jessica Sy, all of these new teachers are part-time teachers.
    - ii. There are currently other schools with unfilled teacher positions, we are still looking for a grade 6/7 teacher for Division 3.
    - iii. There is a severe shortage of teachers who are interested in full-time work, the majority just want to be TTOCs.
    - iv. School will try to get ahead of the staffing challenges by preemptively beginning to hire earlier but it's hard to predict if there will be last minute changes.
  - b. PAC Funds in School Safe

- i. A reminder to make sure we deposit funds regularly especially after a large event.
- c. Newsletter Feedback
  - i. Feedback on the frequency and content was provided, overall the feedback from the parents attending the PAC meeting was that the regular & consistent content is informative and appreciated.
- d. Spirit Wear
  - i. Should arrive on site next month.
- e. Upcoming Events
  - i. Parent/Teacher Conferences
  - ii. Pro-D Day – Friday, Oct. 25, (no school for students)
  - iii. Foundation Skills Assessment (Grade 4/7), Oct. 1 – Nov. 1
  - iv. Remembrance Day Assembly – Friday, November 8th
  - v. Student Learning Survey – Parents, students and staff are surveyed, the survey is generated by the Ministry of Education, provides school information on the children’s overall social knowledge
- f. Student Athletics
  - i. Cross Country Fun Run (Tomorrow, 3:00 – 4:30)
    - 1. First run begins at 3:30pm
  - ii. Grade 6/7 Volleyball has started, but delayed as gym is being worked on as part of building maintenance (see below)
- g. Staff Wishlist
  - i. Items have been tabled, and are attached to the meeting minutes
- h. Fruit and Veggie Program
  - i. There are teachers who are excited to get involved and will take the lead and work with students to deliver the items to classes.
- i. Building Maintenance
  - i. Can’t get into classrooms to repaint walls, but will repaint doors and trims, will finish up as much as they can but will postpone painting the interior of the classrooms until there’s space for classrooms to rotate in/out.
- j. Bollywood workshops for the school is about \$11 per student roughly \$4,530 dollars

## 7. Treasurer’s Report

- a. Review of cash flow and activity profit/loss
- b. Received \$7,560 in Gaming PAC grant
- c. Review of annual commitments to the school
  - i. Teacher funds \$250 per full-time teacher (18), \$75 per EA (15), \$250 per resource worker (5)
- d. Budgetary items tabled for approval
- e. Teachers wishlist will be discussed at the next meeting

**OPERATING ACCOUNT**

<b>Commitment</b>	<b>Budget</b>	<b>Spent to Date</b>	<b>Remaining Budget</b>	<b>Note</b>
Breakfast Club	\$0	\$0	\$0	school receives a grant
Teacher Funds	\$6,800	\$0	\$6,800	2023-24: \$4500 Teachers (\$250*18), \$1125 EAs (\$75*15), \$1500 Resource (\$250*6)
Sports Day Freezies/Popsicles	\$200	\$0	\$200	
Staff Appreciation	\$750	\$0	\$750	raised from \$500 in 2023-24
Cambie Scholarship	\$500	\$0	\$500	
<b>Grade 7 Grad Photos</b>	<b>\$500</b>	<b>\$525</b>	<b>-\$25</b>	<b>paid for in Sept 2024 (for June 2024), approving \$500 for 2025 grads</b>
Winter Holiday Hamper	\$1,500	\$0	\$0	
Events (non-revenue generating)		\$100		Fun Run snacks, PAC mtgs \$72, \$100
<b>Sub-total</b>	<b>\$10,250</b>	<b>\$625</b>	<b>\$8,225</b>	

Jovan Renshi motions to approve the budget tabled at the meeting for the operating account, Pavan Dhudwal seconds the motion 8 votes in favour 0 objections 1 abstentions, motion passed and carried.

<b>Commitment</b>	<b>Budget</b>	<b>Spent to Date</b>	<b>Remaining Budget</b>
Outdoor Education (Grade 6/7 - fall 2025)	\$1,000.00	\$0	\$1,000.00
Field Trip Subsidy (\$200 x 18 divisions)	\$3,600.00	\$0	\$3,600.00
End of the year BBQ (June 2025)	\$2,000.00	\$0	\$2,000.00
<b>Sub-total</b>	<b>\$6,600.00</b>	<b>\$0</b>	<b>\$6,600.00</b>
Remaining from \$7,560 grant		\$960.00	

Jovan Renshi motions to approve the budget tabled at the meeting for the gaming accounts, Pavan Dhudwal seconds the motion 8 votes in favour 0 objections 1 abstentions, motion passed and carried.

- f. Profits from recent treat hot lunches: Pizza – \$628.75, Sushi - \$283.98

Motion to approve \$100 in funds for treats after Fun Run, Pavan Dhudwal motions to approve, Jovan Renshi seconds the motion. 8 votes in favour 0 objections 1 abstentions, motion passed and carried.

8. McNeely PAC Survey

- a. Responses and engagement

- i. There has been a low level of engagement with the survey, though recognizing that we have not been sending out reminders either.

- ii. Most of the survey respondents are wanting to see more workshops, and have not been attending PAC meetings either due to not being aware of when they are or it's an inconvenient time/date.
- iii. PAC is more than just fundraising, and it seems the respondents who responded to the survey, are also really interested in workshops that can be offered, especially on bullying, harassment, and parenting strategies.

9. Fundraising

- a. Holiday photos
  - i. November 13 & 15 if there is a high demand December 4 is possible to open
- b. Family Fun Night – May 15, 2024
  - i. Planning is already underway.

10. Roundtable

11. Adjournment – Meeting adjourned at 8:20pm, next meeting

MONDAY, NOVEMBER 18 AT 7:00PM

## School Staff Wish List Items

1. Technology - \$4500 (2 projectors/Apple TV/Wall mounts and accessories)
2. Breakfast Club - \$250 for kitchen supplies – *look into the breakfast club grant to determine if this expense can be covered there*
3. Special Needs Resources – \$250 (Sensory supplies)
4. Student Events - \$500 (Student Council/Family Teams/Sports Day)
5. Science - \$300 (Digital Microscope)
6. Music Supplies/Equipment - \$1000 (Posters/drum-cymbal mute pack/snare drums/Ukelele set/equipment repair)
7. Primary Home Reading Books - \$1000
8. Student Play Toys and Games - \$1000
9. Shop - \$1000 (Creation of portable tool kits/storage)
10. Water Fountain for Primary Wing - \$? (Requires district approval/installation)
11. Fieldtrip Subsidy \*\* - *already approved on gaming account budget*
12. Teacher Allotment \*\* - *already approved on operating account budget*
13. Outdoor Ed \*\* - *already approved on gaming account budget*