

Lord Tennyson Elementary School
PAC General Meeting
April 17th 2023

Meeting called to order at 7:11pm

Agenda Approved by unanimous consent

Previous meeting minutes (February 22nd, 2023) approved by Trish Mahoney and seconded Sunita Sinha

Lisa Yeates and Suzanne Enderton have volunteered to be PAC secretaries for next year

Principal's Report

- If you respond to the newsletter email Diane will reply
- School growth plan- this is done every 3 years and looks at what areas staff want to spend more time and professional development on
 - This was halted due to Covid
 - Staff have decided that for the next 3 years there will be a focus on literacy including: computer literacy, oral language, basic reading skills
 - The focus can be redefined as they go based on data they review
 - Draft will be sent to school community for review and phrased as inquiry question
- Grades 4 and 7 learning survey- used to get a sense of how things are going, their interests and to get general information
 - This goes to ministry as well as back to the school
 - This year it will be going out to every parent rather than just 4 and 7 parents to get broader feedback, link will be in next week's newsletter, this is an anonymous survey
- **Volleyball Net**- longer net and pole will go across the gym (length wise), Tennyson can then host tournaments and have more games going on at once, this was requested but got missed, was ordered and paid for by the new build project, Diane is looking into this
- **Photo Mounting** (photos of old school)- requisition has been put in, this will include the cost of putting them up as well as the cost of labour
- **Field**

- Crews have been leveling and seeding, hoping the grass will be evenly watered and distributed and growing
 - There will be ongoing maintenance
 - ETA late summer or early fall
 - Grass fields are shut down for maintenance every year
 - During last summer (2022) the sprinkler system was not working properly, more sprinklers were required so the grass was not growing evenly
 - Contractor for school rebuild is still responsible for field completion and re-seeding
- **Questions from school community- (and answers from Diane or PAC)**
 - Can we use the field with some grass or gravel, can we change the plan? **(This particular grass has to be grown in sand, is not be suitable for kids to use until grass has grown)**
 - Comment was heard that the field seeding has not been done properly, can we confirm this? **(Please report information that has been heard about the field to PAC so it can be communicated to Diane)**
 - Can we get confirmation that necessary steps have been done (or not)?
 - It has been 5 years that we have been waiting for a field, can there be monitoring during the summer?
 - How can PAC work with school admin to hold VSB accountable?
 - Can we set up a separate meeting with the District and with the contractor?
 - Dogs are still getting under the fence
- **Community Garden-** requisitions was resubmitted, this is the same plan as has been previously approved, some costs have gone up, waiting on exact cost and timeline, this project will start in the Spring, will not be charged until this is completed, the garden boxes will be placed on top of the gravel area where the trees on on 11th Ave
 - Thank you to Quebec 2021 for fundraising and redirecting their funds to this project. When complete, PAC to install thank you plaque
- **Chess-** will be starting in the next few weeks
- **Laptops**
 - Leasing vs buying-
 - It is possible to lease however, there needs to be a backup plan that the school will cover costs if PAC is unable to pay the lease

- What if PAC has the money to pay the 4 year lease? This would address the concern from VSB
- If you lease you can replace with new laptops
- Need to look into lease term vs warranty term, to help evaluate whether lease or buy is a better financial option
- 3 or 5 year lease? Do we want to return the laptops after lease or keep them? This will determine cost
- Is the market value (CAD) or dollar buyout?
- Can PAC get lease terms information to review interest rates?
- Lease is done through purchasing department
- Can we connect with Kerrisdale about this?
- Suzanne Enderton has offered to review documentation
- Should wait for VSB opinion on how laptops will be maintained and what the best deal is
- Currently have 30 Macs in 5,6,7 pod to see how they are being used
- Ipads purchased though VSB are locked and can't access some content (French content), can ipads be purchased outside of VSB?
 - District is building up French repertoire, they carefully monitor which apps the schools are able to use, which will reduce the impact of the apps being locked out
- **Outdoor classroom-** was made for free, is being used during recess, can update if PAC wants to spend funds

Vice Principal's Report

- Student learning survey was completed by grade 7's, participation is optional, grade 4's will be completing survey tomorrow
- Track and Field is running
- Andy is the main coach for high jump and Mme. Claire
- Friday morning practices at Connaught at 8:15am for long jump and shot put
- Interested volunteers can email Mme. Kateryna
- Équipe Leadership will have 2 assemblies on April 26th for Journée de la Terre, Choir will be performing

Treasurer's Report

- PST refund request has been submitted to VSB, can submit up to 4 years in one report, anything that was purchased during Brenna's term as treasurer will be

submitted together, hope to submit with new treasurer so they can see the process, PST was paid on the playground (approx \$7000)

- What is useful for parent population to see from treasury?
 - Quickbooks is reconciled with vancity accounts and this then goes up in the shared drive
 - People don't want to know details but want to know the amount of funds PAC has, some of this is working capital, expenses come in really late and slowly so by the time a payment is made it may not have relevance
 - Link to budget is on PAC website, suggestion to add link to approved budget requests, show when things are approved, provide a summary at the beginning of the school year
 - A lot of the cash is dedicated to prior year for expenses that have not yet been paid out, suggestion to explain to school community what has been allocated, can then decide on whether or not to fundraise, need people to actually plan out how funds will be spent and what the priorities are
- Goal to build community and student knowledge about fundraising, note which things PAC fundraised for, students should be more involved in fundraising
- Treasurers for next year still needed-this role can be organized in many different ways, need at least 2 signatories, can we pay someone to do this if no one volunteers?
- **Budget** planning for next year, historically this has been done in Spring, can start from scratch or use current budget, suggestion to do it now considering we don't have a current treasurer, present in June AGM and vote in September, this can be adjusted

Spring Fling

- May 11th 4-7pm
- Disco, food truck, bake sale, arts and crafts, concession (chips, chocolate bars, drinks)
- Expenses are \$600 for DJ, \$400 for food truck (no minimum spend) people have to pay for their own food
- Would like to have a voucher for teachers for their meals, \$2100 would be max, are there PAC funds available for this? The hope is to raise funds to cover costs, if there is surplus this will be donated to charity
- \$750 remaining for events (plus \$40 for last year), PAC only ended up paying for one of Je lis Je lis and Raz Kids, \$1700 remaining from that fund, remaining funds in discretionary fund
- There is a mini meet for track and field 3:30-5 pm on the same day, (can push the end time of Spring Fling to 8pm). Spring Fling will not be 5-8pm

- Donations from Whole foods at last in person spring fling (nut free not guaranteed), can we get this again?
- Logistics to consider- food truck line up, splitting bake sale into multiple stations
- Send out invite to staff through Diane and note that they will get a voucher

Motion to approve up to \$2500 for Spring Fling to pay for costs in the event that no money is made at bake/food sales. Costs include an allowance to provide food vouchers for staff. Funds to come from Events and Discretionary lines in the budget. Approved by unanimous consent.

Grade 7 Events and Activities

- Request to access funds that were raised for Quebec 2023 (approx \$42,000 for annual Quebec trip), raised through hot lunch, car wash, silent auction, wine raffle
- Did not have a Quebec exchange due to VSB changes on billeting
- Fundraising is done by PAC and controlled by PAC, Tennyson community contributes to fundraising effort, need PAC vote if there is a change to where that fundraising is going, PAC has approved funds to be used for other grade 7 activities in lieu of Quebec
- PAC received request to fund 3 activities: (things students would have done with their Quebec buddies)
 - Camp Sasamat- day camp in Belcarra park, canoeing, kayaking, campfire, ropes, lunch approx \$6500 for cost of camp plus bus
 - Field Trips- UBC ropes course, beach, PNE \$7592 (plus \$500 that has already been paid)
 - Movie day with French snacks
 - Grad Event in gym- organized by Kateryna and L'équipe leadership, lunch for students and staff, ice cream truck, year books, activities (there is a memo where this is broken down in more detail) \$8092

Total Request up to \$23,000 of \$42,000 currently in Quebec 2023 fund

The above are dependent on availability of activities, transportation

- Night time grad event- request for \$2500. this is not included in the numbers above, this is not a school sanctioned event
 - Question as to whether parents should fundraise for this as this is above and beyond the regular grad events

- PAC chairs have requested clarification from DPAC (and VSB) whether PAC can approve spending on a non-sanctioned event.
- Michelle and Suzanne offered to talk to DPAC
- This was booked because grade 7 families didn't know the above activities would be happening and grade 7's have not had their own whole grade field trips
- Concession at Howl is usually opportunity for grade 6's to fundraise for their grade 7 year

Everyone from Tennyson community was notified in advance of the agenda for this meeting given opportunity to attend and to vote

Request to redirect Quebec 2023 funds to grade 7 graduation activities including Camp Sasamat, field trips and the grad event in the gym, moved by Michelle Plotkin, seconded by Tai Scott, motion passed with 18 in favour

PAC Chairs Peter Bayliss and Sunita Sinha abstained from voting

Request to redirect \$2500 from Quebec 2023 funds to the night time, non-school sanctioned grad event at Kitsilano Neighbourhood House, moved by Michelle plotkin, seconded by Shana Alexander, passed with 15 in favour, pending approval from DPAC on using PAC funds for non school sanctioned events

22 people in attendance, PAC Chairs Peter Bayliss and Sunita Sinha abstaining from voting

* The following information was received from VSB finance after the meeting on April 19th, 2023:

" As these funds are under the control of the PAC and were fundraised for the specific exchange trip that now cannot take place, the use of the funds would follow the PAC bylaws rules. As the PAC is planning a non-school sanctioned event for these students, any insurance requirements would be established by the venue and there would be nothing the VSB would require."

2024 Camp Sasamat (current Grade 6's)

- Current grade 6 will go to Sasamat in September, this has been tentatively booked. Sasamat trip doesn't have to go through PAC, it is planned and organized by the school

- How is this paid for? Trip has to be approved by district before you can fundraise for it, at other schools parents have paid for this themselves
- If this is going to be an annual event, should consider creating a grade 7 grad general fund
- Talk to all grade 7's and their families about what grad activities they want, could there be a new tradition to replace the Quebec trip?
- School sanctioned trip needs to be organized by the school, can we create a group with a representative that can communicate with Diane?
- Comment that other schools are going on trips (Quebec, overnight camping trips)
- Admin should let parents know now that Sasamat trip is coming including the costs, parents can decide to fundraise
- School sanctioned trip has to be school personnel going, currently staff are not interested in a field trip overnight
- Diane is looking at Sasamat as a field trip part of the school program, not necessarily in lieu of anything

Hot Lunch

- Request to look into other vendors for hot lunch including Elemeno so that hot lunch can be made available on additional days
- Parent volunteers are needed for hot lunch, hard to find volunteers for the days hot lunch is currently served
- Need to consider logistics, clean up, time schedules for new vendors
- Connect with current hot lunch coordinators
- Discuss at next PAC meeting

Next Meetings

May 15th 7pm

AGM June 12th 7pm

Meeting adjourned at 9:45 pm

To Do:

Flyer for PAC roles

Teacher request form on website

Budget on website

Staff invites and vouchers to send out