

Marigold School PAC 6:30-8:00pm September 7, 2016  
Minutes

Attendance: Sheryl Roodenburg, Malia Allan, Tina Tulloch, Tiffany Webb, Jayne Butcher, Cindy Ihlen, Natasha Johnston, Sika Patton, Cherie Curry, Kandace Dunning, Stephanie Flood, Konrad Thiele, Wendy Topic, Deidre Molnar, Cst. Lisa Sidoroff, Laurie Cairns, Lois Bender.

1. Welcome and Call to Order: 6:31pm Sheryl called the meeting to order.
  - 1.1. Welcome to Cst. Lisa Sidoroff who is Marigold School's Liason Officer from Sannich Police Dept. She works with school administration when they request her assistance to deal with any issue that may arise with a policing component.
2. Bouquets:
  - 2.1. To Cindy Ihlen for providing snacks for tonight's PAC meeting.
  - 2.2. Thank you to all Marigold School Staff for a smooth start to the 2016/2017 school year.
  - 2.3. Lois wanted to give thanks to the Playground Committee for their continued efforts.
  - 2.4. Lois thanked all the parents who were able to make the Special School Board meeting called at the end of June to discuss the sale of School District land to the Ministry of Transportation.
3. June 2016 Minutes: Tiffany made a motion to approve the June Minutes. Seconded by Konrad.
4. Teacher's Report: no report at this time.
5. Administrator's Report: (Lois Bender & Laurie Cairns)
  - This year there are 14 divisions (one more than last year) because there are 3 kindergarten classes (2 French/1 English). There are approx. 316 students. This also means all classrooms are in use and the afterschool program run by Anklebyters is being held on the stage.
  - Students are all currently in temporary classes as there are some last minute changes made to class lists. Students will be in there permanent classes within the next few days.
  - Lois shared a PowerPoint presentation highlighting last year's school accomplishments as a result of the goals set by Marigold Staff last year. One goal was to increase skills in self-regulation. The second goal was to increase number sense in a meaningful context. Pro-D Day September 19 will provide time to develop new goals. Any parent who has ideas or comments is welcome to submit these to Lois.
  - There are some new Teachers this year and the new daytime custodian is Mary McNabb.
  - Meet the Teacher BBQ – September 15. 5-7pm.
  - Pro-D Day is Monday September 19. No School
  - Marigold will be participating in the Terry Fox run this year however fundraising efforts will be re-directed to the upcoming Tour De Rock which will be stopping at Marigold School on Oct 6<sup>th</sup> or 7<sup>th</sup>. There is a student leadership team formed to help implement fundraising for this event. More info will be coming home to students and family.
  - Lunch changes this year include a "Pack it in – Pack it out" format. Recycling has been a challenge and so this is something the school will try for a month or two and then review. Students will still have access to organic compost but all food packaging will be sent home in the lunch bag. Recycling will still be offered at special events for juice boxes and bottles.

## 6. Treasurer's Report: (Konrad Thiele)

6.1 Class Room Funds – Each year the PAC funds classrooms for discretionary items not funded by the school. Teachers very much appreciate this to help with special projects or field trips. Lois encourages teachers to not use this money for food as parents are often happy to help out in that way. Last year the PAC gave \$5200 which was determined to be \$400 per classroom. Lois explained that this money was not divided this way but was divided as a per student amount. That amount would be approx. \$16 per student. The process has been that PAC writes a cheque for the full amount to the school. The administration then holds the funds and the teachers can submit expenses to be reimbursed. If there are funds remaining at the end of the year, Lois says she would then ask PAC for approval to spend the funds on other items that benefit the school. There was some discussion around this and parents expressed they would be interested in more specifics of where the funds are spent. The discussion around setting this year's classroom fund was tabled until current budget is discussed by the Executive.

### 6.2 Treasurers Report

- Applied again this year for the Gaming Grant.
- Operating fund sits approx. \$12,000.00
- Playground Fund sits at approx. \$65,000.00.

6.3 Reporting on Fundraising – There was discussion that it would be helpful to have a standard reporting form for each fundraiser to show expenses, income & profit. Malia put forward a motion to amend/adopt a fundraising tracking form. Seconded by Tina. Motion passed.

**ACTION item – Executive will develop a new form and reporting process for the next PAC meeting.** It was suggested there also be a reimbursement form developed.

7. Fundraising Report: Sheryl gave a quick summary of what PAC fundraising money goes towards which includes, classroom funds, principle fund, playground replacement and other expenses that are not covered by the schools budget.

7.1. Entertainment Books – Tina is heading up this fundraiser and it will be sent out third week of September. Sheryl & Cindy volunteered to help her.

7.2. Scholastic Book Fair – Sheryl is heading up this fundraiser and it will be in October.

7.3. Bottle Drive – There was no discussion around this.

7.4. Opt-Out Option – Lots of discussion around the idea of offering an “opt-out” of fundraising option to families this year. This means they can make a donation and 100% of the money comes to PAC. Many parents like the idea, however there was discussion that perhaps it could be called something different as “opt-out” might have a negative connotation. **ACTION Item: PAC Executive will try to draft a letter that could offer this option to parents.**

7.5. Additional items – Good discussion around new fundraising ideas. Cherie will be doing the Purdy's Fundraiser again this year and it will be sent out approx. Nov 1. A suggestion that PAC considers hosting some sort of “Tea Party” that the students sold tickets to and then served tea and baked goods.

8. Old Business
  - 8.1 Playground Update – Deborah LeFrank has prepared her suggestions for nature play spaces and restoration of the nature areas of the school grounds. **ACTION ITEM: Lois will set up a meeting with the playground committee to review this proposal.**
  - 8.1. McKenzie Interchange –The sale of the school land to the Ministry of Transportation has been completed. Our school and PAC can present to the District and School Trustees a proposal or request for assistance in improving our school grounds. Jayne volunteered to go to School Board meetings and assist with this process. There is not any new information about the start of construction. Lois will inform parents as information is forth coming.
  - 8.2. Vacant PAC coordinator positions- Malia read out the vacant PAC coordinator positions which are: VCPAC Representative, Fundraiser Coordinator, Special Lunch Coordinator (Sheryl volunteered), Lice Check Coordinator (Kandace volunteered), Staff Appreciation Coordinator, Canadian Parents for French Coordinator. Cindy asked for more morning watch volunteers. Sika and Cherie volunteered. If anyone else is willing to take on one morning per week please contact the PAC or Cindy Ihlen. Laurie Cairns was going to look into if lice checks are still prohibited in school. **ACTION Item: Laurie will let Kandace and the PAC know if lice checks will continue this year.** Tina and Kandace volunteered to plan this year's meet the teacher BBQ on Sept 15<sup>th</sup> from 5pm-7pm.
9. New Business:
  - 9.1. PAC Meeting Schedule. Tina put forward a motion to move the PAC meeting from the first Wednesday to the first Monday of each month. Cindy seconded the motion and it was passed. Next meeting will be October 3<sup>rd</sup>.
  - 9.2. Monthly Activities and Events 2016/2017 – to be discussed at next meeting.
  - 9.3. Green Team/ Stage Crew- to be discussed at the next meeting.
  - 9.4. Special Lunches – to be discussed at the next meeting.
  - 9.5. 2016-2017 PAC Goals – to be discussed at the next meeting.
10. Additional item: School Safety pertaining to the doors unlocked across from the portable. This door is unlocked during the day so the students in the portable can come in and out of the school when using the washroom. Sheryl asked if a washroom being added to the portable is an option. Malia asked that the school look at the possibility of using the door by the music room so that anyone entering the school from this door is forced to walk by the office. It would also be a door that is more easily assessable for parents with strollers or anyone finding the front steps challenging. **ACTION Item: Lois will look at the situation and address these safety concerns at a future time.**

Meeting adjourned at 8:37pm. Next meeting is Monday, October 3<sup>rd</sup>, 6:30pm in the Library.