

APPROVED FOR DISTRIBUTION - JRES PAC Meeting Minutes, June 14, 2016

IN ATTENDANCE: Tracy Meldrum (PAC President), Sarah Riley (PAC Treasurer), Theresa Nernberg (PAC Secretary), Claire Tosoff, (DPAC Rep), David Takahashi, Sherri Hoffer (Teacher Rep), Amber Hooton, Sandra Maskell, Kyla Loland, Kerrie Fraser, Jana McKerral

6:01 Tracy Meldrum motioned to start the meeting. Claire Tosoff seconded the motion. The meeting started.

1. ADMINSTRATIVE ITEMS

1. Welcome and Introductions: Tracy Meldrum welcomed and introduced all attendees.
2. Thank-you Notes: The PAC received thank-you notes from Mrs. Plutt (for hot lunches), from Valleyview Beavers (for lending the PAC lego set) and from the Peterson's (for the gift card). The PAC passed around thank-you notes to sign for Tracy Morgan (outgoing PAC vice-president) and Theresa Nernberg (outgoing PAC secretary).

2. OLD BUSINESS

1. May minutes adopted: Theresa Nernberg read out a summary of the May minutes. **Tracy Meldrum motioned to accept the minutes with spelling corrections to names. David Takahashi seconded the motion. The motion carried.**

3. STANDING REPORTS

1. Principal Report: Don Poelzer was not present but he provided a written summary for Tracy Meldrum to read to attendees. The following information was read to the attendees:
 - Enrollment Watch: 427 students are registered for the 2016/2017 school year. Additional divisions will be allocated to schools in the fall as required.
 - End of Year Information: Last day of school is June 29th, with dismissal at 12 pm. There will be an assembly at 11 am. A slide-show will start at 11:30 and run until 11:50.
 - Track and Field: Track and Field was a great success this year. 98 students went to the Zone meet and 46 went to the district meet. Austin Biggar and Paloma Buck placed in the Bantam 2 Division.
 - Eureka Science: Will be happening in 16 classrooms June 15 and 16.
 - Grade 7 Field Trip: The Grade 7 trip to Eagle Bay is from June 20 to the 22.
 - Aboriginal Day: Students from Grade 4-6 will have activities throughout the morning of June 21.
 - Swim to Survive: Grade 3 students will be participating June 22-23 at the Brock Pool.
 - Primary Fun Day: June 27 from recess until lunch.
 - Staff Leaving this year: The following staff will be leaving at the end of this year: Jennifer McDaniel, Melissa Dunn, Darcie Pineo, Sheila Negraiff, Tim Peters, Bryan Cederholm, Leslie Waters, and Sandi Soll.
 - One attendee asked if there is a designated Juniper Ridge capture zone. Attendees discussed that the district is committed to keeping the school a community school and that there are currently no known restrictions in Juniper.
 - Claire Tosoff would like to see the PAC send thank-you cards to the teachers that are leaving the school. She would like them to know that the PAC appreciates each of their contributions.
2. DPAC Report: Amber Hooton provided a written summary of what was discussed at the May DPAC meeting. The written summary of the meeting was provided to attendees and a copy is attached to these minutes. The DPAC has had volunteers come forward to fill the open executive positions so it will be operating next year. Amber provided information on some of the topics discussed.
 - The DPAC will be running first aide for supervisors.
 - The DPAC is working on setting up a Bursary.
 - Claire Tosoff attended the parent focus group on technology representing Juniper Ridge.
 - Claire Tosoff and Amber Hooton will alternate attending the DPAC meetings.
3. Teachers Report: Sherri Hoffer indicated that the teachers have nothing to report at this time.

4. Treasurer's Report: Sarah Riley provided attendees with the year-end financial statement spreadsheet; a copy of the financial statement is attached. The current account balance is \$5,142 with \$19.55 outstanding A/R (down from over \$400), \$223 in Paypal, and \$1023 in the Gaming account for a net balance of \$6,369.47. The Munch a Lunch fees (Munch a Lunch and Paypal) for the year totaled \$927, representing 15% of the total profits. Attendees discussed what could be done to reduce these costs (most attributed to Paypal) next year and whether this pay method is worth the cost. Transaction fees could be avoided if parents make purchases for the term rather than for each lunch. The PAC needs to communicate that each transaction costs the PAC and that if the number of transactions are reduced some of the cost will be reduced. The PAC may stop running other fundraisers through Paypal to avoid the percentage cost per transaction on those items. The PAC will need to institute some restrictions on the Paypal payment method to reduce the cost of fees, if it is used next year.

4. OPERATIONS AND COMUNICATION

1. Communication: Tracy Meldrum reported that in response to a parent inquiry she asked the school district if outside water fountains would be considered at JRES. The response was that school districts never supply outdoor water fountains.
2. Hot Lunch Committee Update: The next hot lunch is Tim Horton's.
3. Entertainment Committee Update: The entertainment committee is meeting to plan for next year's carnival.
4. Safer Schools Travel Committee: The committee is still reviewing the results of the survey.
5. Playground Committee: The explorer dome has been bought and paid for. Installation will be in July, it will be located in the far lower corner of the playground. There will be a crane on site. An attendee asked about whether there are more activities for intermediate students planned and whether the lines for repainting sidewalk activities are planned. The new explorer dome is rated for kids up to 12 years old and the intermediates will have time on the playground. Repainting has been on the maintenance list for a long time and the PAC has followed up twice, the school district maintenance will eventually repaint. Sherri Hoffer indicated that the teachers have some concern with regard to supervision in such a congested area of the playground. New volunteers are needed for supervision next year.
6. Education Seminars: The anxiety seminar was well attended. It is difficult to get people to attend events after spring break. The PAC needs teacher and parent input for seminar ideas next year. There may need to be another seminar on the new curriculum as the implementation is on-going.
7. One-to-One Reading Update: Someone has been approached to be the coordinator next year.

5. FUNDRAISING AND GOALS

1. Peekaboo Beans: The fundraiser was a success and raised just under \$300 for the PAC.
2. Chapters: The Chapters fundraiser was a success and raised \$643 for the school. The attendees discussed whether to get the money in the form of cash or gift cards. There is a small benefit to getting the money in gift cards, but it would restrict the use to only purchases at Chapters and would be difficult to track.
3. Level Readers – Primary Classes Phase 2: Tracy showed attendees the “red kit” level reader packs that are for reading intervention. Sherri Hoffer indicated that the “green kit” that the school purchased have had great results. The red kit will cost approximately \$7,500. The kindergarten books will cost approximately \$880. The PAC has still not purchased the level readers for Kindergarten students; however, these red kits will increase in price by September and there is a current rebate for any additional purchases. Tracy Meldrum brought forward the issue of whether the PAC is paying for the Eureka Science presentations. The PAC has paid for it in the past and although the fees were discussed they were not formally requested to be paid and so they were not been added to the budget. At the current PAC budget balances, the PAC may not have enough funds (when considering expenses at the start of the year) to purchase new reader kits and pay for Eureka. Tracy Meldrum brought forward a motion to approve partnering with the school to purchase the Red Kit Level Readers. **Claire modified the motion to the PAC sharing the cost of the Red Kit and Eureka presentations the school, with the stipulation that the rebate credit received from the purchase go towards the purchasing of the level**

readers for Kindergarten (pending confirmation of whether it can be purchased from the same company). Amber Hooton seconded. The motioned passed by unanimous vote.

6. PLANNING

Fall Term Planning

1. Executive: The position of PAC Vice President is open for next year. David Takahashi is willing to take on the position. Tracy Meldrum asked if any attendees were interested in putting names forward. No one came forward. **Tracy Meldrum motioned to accept David Takahashi as PAC Vice-Chair for the 2016/2017 school year. Sarah Riley seconded the motion. All attendees voted in favour. The motion passed.** Welcome David! The first Dad to the PAC!
2. Any Pre-September Needs: Tracy will discuss whether there is anything the teachers would like to communicate through the PAC before September. Some communication on how to tighten up on the fees for Munch and Lunch are needed. Tracy would like to kick off the start of the year with selling coupon books at the carnival. They will need to be ordered before September so that they are available for the carnival. The PAC will provide some over the summer communication to parents with regard to the new playground equipment.

7. NEW BUSINESS

None.

8:05 Tracy Meldrum motioned to adjourn the meeting. David Takahashi seconded the motion. Meeting adjourned.

8. NEXT MEETING DATE

Tuesday September 13, at 6:00 pm, JRES library

ATTACHMENTS: Year End Summary and 2015/2016 Budget, DPAC General Meeting Minutes, May 17, 2016, Henry Grube Educational Centre, Juniper Ridge Elementary, Principal's Report, June 14, 2016