

École Maple Creek Middle School PAC Meeting Minutes – September 2023

Attendance

PAC Executive & Committee Members	PAC Membership
Angela Mudie, Chair (AM) – Absent Jennifer Jarvis, Treasurer (JJ) – Present Amanda Dishaw, Secretary (AD) – Present Aviad Itckovitc, DPAC Representative (AI) – Absent Jennifer Sam, Hot Lunch Coordinator (JS) - Present	See Appendix 2

Welcome/Call to Order

1. As Chair was absent, meeting was chaired by Mike Van Der Velden, Past President (MV)
2. MV called meeting to order at 7:04pm

Approval of Agenda

1. MV presented the Agenda for approval. No objections.

Approval of Minutes from May and June 2023

1. MV advised the minutes had been circulated, however they will be voted on at October meeting.

Introduction of the 2023/24 PAC Executive & Committees

1. Introduction of the 2023/24 Maple Creek PAC Executive
 1. Angela Mudie, PAC Chair (AM) - Absent
 2. Jennifer Jarvis, Treasurer (JJ) - Present
 3. Amanda Dishaw, Secretary (AD) - Present
 4. Aviad Itckovitc, DPAC Representative (AI) - Absent

New Business

1. Vacant Positions
 1. Canadian Parents for French
 1. No interest from the floor
 2. Communication Coordinator
 1. No interest from the floor
 2. JJ has created a Facebook Group (“Maple Creek Middle School PAC”) and will share with other members of the Board. Intended to be a positive group to be able to share information. Not intended for student use.
 3. Emergency Coordinator

1. No interest from the floor
2. Quite a lot of work was done last year, this year will be largely maintenance
4. Grade 8 Leaving Ceremony Coordinator
 1. Claudia Menic will volunteer to be the Grade 8 Coordinator
2. PAC Meeting Dates
 1. Last year, the meetings were held the first Mondays of the month. This was to align with Maple Creek staff meetings. This is to continue into 23/24 year.
 2. New dates proposed by AM which will be shared by Darren to the PAC Calendar.
3. Fundraising Goals
 1. Propose to move to next meeting.
4. PAC Event Dates
 1. Teacher Appreciation Lunch, would like to start an ideal window and date for the lunch to happen earlier in the year. School was receptive to this.

Principal's Report

1. Start of the Year Recap:
 1. More positive start to the year than last year. Last year, kids were still impacted by COVID. Over 50 students from Grade 8 came to welcome the new students.
 2. In classes in first week, students in explorations as of week of September 18th.
 3. Increase of 45 students from projections last year. More than 10 new since September 5th alone. Westwood and Glen feeder schools continue to grow. Expected 535, now 590. Will continue to welcome students as they come.
 4. Staff cares a lot about the student and wants to be here. They are excited for the year ahead and have had very minimal turnover.
 5. Very diverse community at the school, which is one of the most positive things for the community.
2. Challenges:
 1. New students = New classrooms. Unfilled positions in the school. Grade 6/7, Grade 7/8 FI, Mr. Obadia) Some positions have had 0 applicants. Teachers are starting to come into Coquitlam district, but this is a sign that schools are having challenges in recruiting staff.
 2. Many new families welcome to the community and/or country. This is not a challenge, but the school needs to welcome and invite families to join the community. Working on ideas to do this.
 3. Isn't easy being a student these days. In one week's time, dealing with very few situations (lateness, argument on soccer field, people on devices and social media). One of the challenges for parents as kids are asking for cell phones, etc. School will continue to talk about this with students.
 4. Isn't easy being a parent these days. Cost of living, housing crisis, world challenges. Kids can see stress in parents, want to make sure that school isn't adding to the stress.
 5. Working Together:
 1. Classroom teachers, student services teacher, support staff, admins: all here to work as a team.
 2. Welcoming activities to help new families understand our system and community
 3. Supports for students and families in need (i.e., laptops).
 4. Opportunities to grow and experience in classroom and outside it: spirit day, leadership, volleyball, band, choir, drama club, swimming, cross country.
 6. Looking forward:
 1. Open House Wednesday, September 20th
 2. Will be student-led conferences later in November
 3. Orange Shirt Day next Friday, September 29th
 4. In school supports, breakfast and lunch

5. Community Programs (YMCA, YoBroGirl, Art Journal). Looking to have these after school or during lunch. Information will be shared with the kids September 19th, and information will go home afterwards.

Executive Reports

1. Chair Report
 1. AM is not present, nothing to report from MV
2. Treasurer Report
 1. JJ presented the Budget (see Appendix)
 2. JJ waiting for classroom wishlists
 3. Big ticket purchases will be tabled and discussed at the next meeting
 4. DM confirmed that a standing School Cash Online account can be open for donations if needed
3. DPAC Report
 1. AI is not present, nothing to report from MV
4. Hot Lunch Report
 1. JS started hot lunch program at Maple Creek last year for lunch once a month. Hoping to do it every 2 weeks this year. Last year were Pizza Pizza, Subway and Red Robins.
 2. JS would like a parent helper to help manage the hot lunch program with her if she can't be there. Probably Thursdays, for a couple of hours. One parent is able to help and will contact JS

Business from the Floor

1. Question was asked about the early Monday dismissals. Principal MacMillan shared that the decision was made to take 7 minutes a day (28 minutes/week) and remove from Mondays. The minutes would then be added to Tuesday-Friday. This allows for things on Monday like staff meetings, multiple after school sports and other activities. Kids are able to stay in the building if parents can't pick them up at the earlier time.
2. Question was asked about social media use in the school, specifically if social media sites could be blocked. District makes that decision, not up to school. Principal MacMillan reinforced that devices are to be locked in lockers during school hours.
3. Question was asked about ELL courses. Ms. Whiteman is currently doing assessments and has about 160 ELL students. Expected support to begin shortly.

Adjournment

1. Motion to adjourn by MV, seconded by JS.
2. Meeting was adjourned at 8:00pm.

Appendix

1. Treasurer's Report

Ecole Maple Creek PAC 2023 /2024				
Updated Sept 18, 2023				
	July 1, 2023 - June 30, 2024		Budget 2023-2024	Budget Assumptions**
	Actual General	Actual Gaming		
Opening Cash Balance (Sept 18, 2023)	\$7,788.06	\$11,802.56		
Revenue:				
<u>Gaming Acct</u>				
Government grant to PAC		\$12,540.00	\$12,540.00	627 x \$20
Interest		\$0.00	\$2.00	
Total Gaming Revenue:		\$12,540.00	\$12,542.00	
<u>General Acct</u>				
PAC Donations (SEE NOTE BELOW)	\$0.00		\$4,000.00	
Night of Shopping	\$0.00		\$0.00	
Hot Lunch Revenue	\$0.00		\$2,000.00	
COBS bread	\$0.00		\$150.00	
FlipGive	\$0.00		\$0.00	
Interest	\$0.00		\$0.00	
Total General Revenue:	\$0.00		\$6,150.00	
Expenses				
<u>Gaming Acct</u>				
Capital Acquisitions		\$0.00	\$0.00	No capital acquisitions planned
Computer hardware, software & accessories		\$0.00	\$0.00	Computers are not in need of replacement
Emergency first aid supplies		\$0.00	\$2,000.00	Need to Check Supplies
Yearend Fieldtrips & Transportation in BC		\$0.00	\$7,200.00	Y/E fieldtrip transportation \$4000 + subsidize admission \$3000 (\$5 per student x 627)
Grade 8 graduation		\$0.00	\$1,500.00	Based on pre-pandemic levels
Guest speakers & performances		\$0.00	\$2,000.00	
Sports & other equipment		\$0.00	\$2,250.00	
Students clubs & societies		\$0.00	\$500.00	Standard annual contribution to drama dept.
Student competitions		\$0.00	\$500.00	
Total Gaming Expenses		\$0.00	\$15,950.00	
<u>General Acct</u>				
Admin staff & Teacher Appreciation	\$0.00		\$1,000.00	\$15 per staff member
Class Funds	\$0.00		\$4,500.00	
DPAC fee (should be BCCPAC fee)	\$0.00		\$75.00	
Hot lunch online system fee	\$336.00		\$336.00	
Hot Lunch Payments	\$0.00			
PAC office supplies	\$0.00		\$50.00	
School Grants (teams' wishlists)	\$0.00		\$6,000.00	
Total General Expenses:	\$336.00	\$0.00	\$11,961.00	
Total Budget: (Revenue - Expenses)			\$9,219.00	
Cash Book Balance	\$7,452.06	\$11,802.56		
Less: SchoolCashOnline funds in trust	\$1,223.21	\$0.00		
Add: outstanding cheques	\$0.00	\$0.00		
Cash Bank Balance	\$8,675.27	\$11,802.56		
Total Cash Balance (OP + Gaming)	\$20,477.83			
Gaming grant use as at Jun 30, 2023				
	Original	Used	Remaining	
Grant 2020 (expires fall 2023)		-	1,134.71	
Grant 2021 (expires fall 2024)			10,248.94	
Grant 2022 (expires fall 2025)			12,540.00	
Total			23,923.65	12,121.09
YTD - Hot Lunch Profit	-\$336.00			

2. PAC Membership Attendance



Maple Creek PAC – Monthly Meeting Sign-in Sheet

Note: You must be the parent of a Maple Creek Student to vote. Only one parent from each household may cast a vote. Date: _____

Name	Child(ren) in Grade(s)
Mike van der Velden	8F
Jing Wong	6
Fin Duurn	8
Jessica Quinn	7
Steven Hunter	7
NEREA D'ORAZIO	6
Abeer Muradi	6
Neda Zahraee (my son = Bardia)	6
Natalia Dornae	6
KLAUDIA MENIC	8
Rebecca Hansen	6
Jennifer Sim	6/8 F
Megan Keller	6/8
Yalda Fallahi	8
Olga Mala	8
Kiran Sahi-Mangat	6F
Sabrina Chiang	8E
Farzaneh Nadari	G6
Jin Hwa Lee	7
ARASH SEDIGHI (Ili's father)	7
Mahnaz Koshenoeei (Sepideh Kabiri's mom)	6
Marzieh (Yalda) Taravati	7
Jennifer Jarvis	7