

## Lord Tennyson Elementary School PAC Executive Meeting

October 11, 2023 via Zoom

Meeting called to order at 7:05pm

**Attendees:** Ashley Vaughn, Malcom Ellis, Lisa Seriosa, Orla Sturgess, Tai Scott, Lisa Yeates, Sunita Sinha, Linda Wang, Diane Martinson, Suzanne Enderton, Joanne Gerrie, Trish Mahoney

### Meeting Agenda approved

#### Welcome to new members / wayfinding

- Shared google drive to be sent to all members to ensure continuity by Sunita
- Discussion about space running out in the gmail/google account and whether to pay for space
- Drop box vs google drive discussed

#### **ACTION:**

**Suzanne is able to look into pros/cons of google drive vs drop box**

**Sunita to check how long we have to keep minutes for**

- System for emails brought up
  - o Orla shared that at General Gordon uses a shared system where one member checks every week
  - o Current process is to Copy [PAC@lordtennyson.ca](mailto:PAC@lordtennyson.ca) with each response

#### **Future meeting dates discussed:**

- Looking to have fewer and more focused meetings and to reduce duplication in Exec and General meetings
- Tai raised concern that we should monitor this as many parents do come at last minute for requests.
- Early December meeting could be combined with social event

#### **ACTION:**

**Meeting reminder will include a request for agenda items a week in advance**

- General meeting will be in person on Mondays:
  - Oct 16, Dec 4, Feb 5, April 15, June 3

Executive meetings via Zoom on Wednesday prior to General meeting:

- Nov 29, Jan 31, April 10, May 29

#### **Past / In progress events**

- To be discussed further at General Meeting
- Outstanding payment to vendors parents for hot lunch and Welcome bbq
  - o 3 new treasures don't have access or signing authority
  - o Plan to ask Brenna (past treasurer) to get payment to parent who paid for Costco run at Welcome back bbq as well as vendors

- Malcom and Linda have plans over next two weeks to get access at Vancity
- Vendors – Malcolm in touch with them
- Spirit Wear
  - a quote is in for a vendor where parents will order individually, pay directly and ship to house – this could be a way to add on as a fundraiser adding 2\$
- Halloween Howl
  - Orla is taking a lead with a great team
  - Make it like last year and use a little more space with a haunted house room for the older kids
  - This could also be a way to fundraise instead of donating for now
  - Mme Simone is willing to lend her room
- Website has ongoing refresh and simplifying in progress
- Legacy gift from grade 7's – idea around a retractable screen in the gym and Michelle Plotkin (approx. \$20,000 remaining from grade 7 fundraising)
  - Lisa S. to ensure next step after quote moved through Diane as VSB needs to approve
- Principal's update
  - Waiting on one posting and upper intermediate resource / prep teacher
  - 10 min presentation for parents from VSB on the new reporting system changes at next PAC meeting

**Funding requests**

- Wishlist from staff presented by Diane

**TENNYSON WISH LIST FOR PAC - 2023-2024**

Item	Grade Level(s)	Approximate Costing
4 - Fine Arts performances	K-7	Approx. \$4,000
Individual microphones (10)	K-7	\$150-200 each - \$1,500-\$2,000
Yoga mats (class set)	K-7	Approx. \$35 each - \$1,100 for 30
First Aid Kit for sports teams 25 instant ice-packs	K-7	\$65.95

30 Mac laptop computers (lease)	Gr. 6-7 pod	\$10,890.03 per yr (3 yr lease)
iPads - 5 for Gr. 3-5 pod	Gr. 3-5	\$620 +20 case x5 = \$3,200
30 wireless keyboards	Gr. 3-5	\$165 x 30 = \$4,950
Outdoor Sports Equipment for classes and bins	K-7	Approx. \$1,500
		Apprx. \$27,700

○ Not put on the list is Raz kids (\$1500) , bikes (550\$ for bike)

○ ACTION:

- Financials need to be changed in order to have these requests fit categories
- This will be emailed to exec to review

Questions about these items discussed (do we need all of this in here?)

○ lease for laptops:

§ Can we leave future PACs on hook for the lease

§ Does next year PAC want to decide if they should save for the following 3 year

○ Mics – is there a reason 10 microphones?

§ Rationale regarding performances in past and this is number that would be helpful

○ Bike – can we see the bikes that were approved? ½ price of the previous ones PAC funded is there a link to this model? These bikes met all the criteria from VSB on health and safety and have been approved

§ Cost 550-700 based on availability and why one to be ordered now and will be covered by the school to test drive if more can be requested

§ Diane will send a link

○ Wireless keyboards – do 3-5 grades actually use this?

§ Diane says the hope would be more focus on learning this if they have the tools

- Treasurers waiting on bank statements from September 2023

- Not clear what the budget number will be if all of this can be covered.
- No fundraising this past year so we may need to now fundraise this as a caveat to this budget.
- **ACTION look** through this week internally for final budget and post this for Oct 16 general PAC meeting

### **Other Funding requests:**

- Bubble machine – parent who put it forward will be asked to provide more information and this will be put on the agenda if we have a cost \$300-400 + tax
- Cost of fresh fruit and veggie program that PAC needs to pay for approx. \$648.90 and this amount needs to be incorporated into pac budget

### **General discussion**

- Quebec Futures Committee update presented by Tai
  - o Can't legally change the name but now calling it Quebec Futures? As no longer a Quebec Trip
  - o 5 members and a good mix of grade perspectives, Suzanne, Tai and Joanne are exec members on this committee
  - o Committee wants to update the website with more information that is concise and quickly see what the history of Quebec Futures, why the fund was put together and why funds can't just be moved in general PAC funds, like a Q&A and links to new VSB rules that have changed around trips and fundraising.
  - o Ask to have school staff/Admin to weigh in with their perspective.
  - o Committee is looking at a need for a round table discussion with broader PAC to express feelings / brainstorm next steps with the fund using a moderator (DPAC provided a moderator name and a quote has been requested) and next step would be a survey to the Parent Community and Second Option would be our own survey without a moderated round table
  - o Quebec Futures recommends a moderated round table with PAC funds
- Discussion
  - o Diane shared some facts:
    - VSB not supporting any camps that are billeted and likely won't be changing
    - Most school are not doing Quebec trips but other organized camps/activities
    - If anything is connected with the school and is a school based trip: local, further away can't be fundraised until approved by VSB
    - Other schools eg. Ecole Bilingue have a camp that parents organize and is not fundraised through school or PAC and a separate entity that parents have organized
    - All activities need to be staff supported if a school sanctioned trip

- consensus that a round table at this time should be put on hold until the committee has completed homework on the history, rules and constraints around the funds

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### **ACTION**

- Diane agreed to share links to VSB policy to the Committee
  - at next General PAC an update on where the Committee is at
  - To provide information about the goal of the PAC in deciding on how the fund will be used now that Quebec trips are no longer VSB supported. Request to ask for people to join if they have a special interest in this topic and setting up and potential future committee date
  - o Committee to get clear on what the rules are for fund and clarity from VSB, to then be able to inform that PAC community with a survey following this process at a later date
  - o Document to be developed and posted on website on history of Quebec Futures and current state of VSB policy, fundraising rules, and moving forward with a process around what to do with the funds for the future
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- Tyee Waitlist, - their PAC is asking for support for their campaign to VSB to have the kindergarten waitlist rolled into grade 1
    - o Vote 3 in favour so decision to not not move forward with the request
  - Vancouver Extracurricular Music Society choir program)
    - o Information will be passed on to Diane to see if this a program that the school could support

Meeting Adjourned at 9:01