

## **PAC General Meeting Minutes**

May 28th, 2019

### **In attendance:**

- Parents: Hilary, Kristine, Kelsey, Vivian, Shaista, Bryony
- PAC Executive: Sarah, Karen, Clea, Sonja
- Principal: Mark Harding

### **Welcome and introductions**

The meeting started at 6:04 pm.

### **Approval of agenda**

**MOVED** to approve the agenda of tonight's meeting (moved by Sonja / seconded by Kristine).

**CARRIED**

### **Principal's report**

UHE Scholarship 2019 Recipient

- Christina Figueroa – Burnaby Mountain Secondary

UHE Green Team

- 2019 Burnaby Youth Environmental Star Award
- Reception June 10th @ City Hall

Staff Appreciation Lunch

- June 17th @ Nesters

Sports Day – June 14th

- Parent Appreciation Station sponsored by UHE staff

National Indigenous Peoples Day – June 21st

- Individual classes recognizing day
- Plan for school-wide event next year 2020

Elections Canada

- Recruiting for Fall election

### **Finance report**

Karen reviewed the financial statements. Not much activity since the last meeting. Karen is happy to provide hard copies to any parents who were unable to attend the meeting.

### **DPAC report**

Sonja reported on the District Parent Advisory Council meeting Annual General Meeting, held last week. A new executive was elected, comprised mostly of incumbents. The main topic of the meeting was indigenous education. The school district is involved in a 2-year equity scan, and has been engaged in surveying indigenous parents and students. There is a 48% 6-year secondary school graduation rate for indigenous students, versus 88% for the district's overall population. Next year the district plans to develop a district equity profile based on the data that has been gathered, construct a theory of change, and come up with an action plan for improving equity for indigenous students. The next DPAC meeting will be held in September. DPAC

meeting agendas and minutes are available on the DPAC website ([www.burnabydpac.com](http://www.burnabydpac.com)), and minutes are also posted in the PAC section of the UHE website. Going forward, DPAC agendas will also be posted on the UHE website.

#### **Nominations, Volunteer Roles, and Vice-Chair position**

- *PAC Vice-Chair:* This executive position is vacant because no nominations were received at the April AGM and the previous Vice-Chair's term has ended. Kelsey Sung has since offered to take on this position.

**MOVED** to give notice that at the September PAC meeting there will be a motion to appoint Kelsey Sung to the vacant position of Co-Chair. (Karen/Kristine)

**CARRIED**

- *Volunteer Coordinator:* The PAC is seeking a parent volunteer for this position.
- *Agriculture in the Classroom:* Tanya is staying on as the program lead this fall.
- *Foodsafe certification:* Many PAC events require the presence of a volunteer who is certified in Foodsafe.

**MOVED** to pay for Sarah Borsa and one other PAC member to take Foodsafe training (Bryony/Kelsey)

**CARRIED**

- *Hot Lunch Program:* Much thanks to Peggy who is stepping down as the Hot Lunch Program lead. She has recommended that two people share this position in the future.

**MOVED** to have Kelsey and Sarah as co-leads for the Hot Lunch Program (Vivian/Kristine)

**CARRIED**

Sarah has been working to fix some recent issues with the online payment system for hot lunches. Sonja will help Sarah to contact the previous PAC executive to transfer the account which will make troubleshooting easier.

- *Volunteer recruitment:* Information about volunteering was included in the Welcome to Kindergarten package for new UHE parents, and will also be posted on the bulletin board, and emailed to parents at the start of the new school year. Parents who are interested in volunteering are encouraged to register for the 'TeamStuff' app.
- *Popcorn sales:* the next popcorn sale is scheduled for June 26.

#### **Events: SFU/UniverCity Streetfest**

PAC will look into hosting a "This is Your Community" information station that highlights services, events and initiatives of community members. Sonja will research the board's content and look into borrowing physical materials for the display. Bryony will help to create the physical display and do the physical setup. StreetFest is looking for donations of large prize(s) as a door prize; PAC could email parents to see if anyone is able to donate. The next StreetFest planning meeting is in June. StreetFest participant/vendor application period is open May 29-June 30.

**MOVED** to apply to StreetFest to include a table or display for the PAC (Sonja/Kelsey)

**CARRIED**

### **Theatrix, Science Alive, Park & Rec programming**

- Karen reported that Science Alive offerings that could be held at UHE for the upcoming session are quite limited, so this will not be pursued for now.
- The Burnaby Parks & Rec Coordinator will be invited to the next PAC meeting to discuss options for new after school programming.
- The Theatrix program may be of interest; PAC may consider this program after we have met with the Parks & Rec Coordinator.

### **Events: Year-End Picnic**

Bryony presented a proposal developed with Jon and Hilary for a year-end BYO picnic to be held on June 20<sup>th</sup>. Several parents have volunteered to facilitate sports activities. A communal art piece will be created during the event that may remain in the school garden area afterwards if feasible. Bryony will send a promotional poster to Sarah for distribution and the event will also be advertised via email. Budget request includes \$250 for art supplies, \$150 for ice cream, \$100 for sports.

**MOVED** to spend up to \$500 for a year-end picnic event (Hilary/Vivian)

**CARRIED**

### **Other Events**

- *Staff Appreciation Luncheon*: Will take place on June 17<sup>th</sup> from 11:30 am to 1pm.

**MOVED** to increase total spending for Staff Appreciation Luncheon to up to \$800 (Vivian/Kelsey)

**CARRIED**

- *Sports Day*: PAC will participate in the UHE Sports Day.

**MOVED** to spend up to \$300 for Sports Day snacks (Karen/Hilary)

**CARRIED**

### **Review and approval of minutes from the April meeting**

**MOVED** to approve the minutes from the April PAC AGM (Hilary/Kelsey)

**CARRIED**

### **Next meeting date**

The next PAC meeting is scheduled for September 24<sup>th</sup>

### **Open Discussion**

- Shaista provided information on her Thrive Kids! workshops for parents and schools.
- Sarah will contact Derek Stevens to request that he take the school photos again this fall, and will ask whether there's an option to have a background other than plain white.
- Community cleanup event was missed this year, but we will look into bringing it back next year.

### **Adjournment**

The meeting adjourned at 8:01pm