

## **EMMS Parent Advisory Council (PAC) - Meeting Minutes**

Date: September 22, 2024

Time: 7:03 PM - 7:58 PM

Location: EMMS Music room & Online

Chair: Jeri Martens

Secretary: Crystal Westfall

Attendees: In-person & online

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### **1. Call to Order & Introductions**

- The meeting was called to order at 7:03 PM by Chair, Jeri.
- Attendees introduced themselves. Welcome was extended to new parents.

### **2. Treasurer's Report (Cathy Dueck)**

- Balance: \$520.77
- Recent Expense: \$17.91 for Hot Lunch folders.

### **3. Principal & Vice-Principal Report (Mr. Garth Shindle, Ms. Ashley Zylstra-Adamson, Mr. Jordan Pauls):**

- Playground Update: The new play structure is complete and popular. Safety rules are in place (max 6 kids at a time) due to its intense motion. Seatbelts have been removed by students and found discarded.
- Future Playground Additions: A Gaga Ball pit (already budgeted for) and volleyball nets are planned for installation, potentially in the spring.



- Arts Programming (Gr. 7/8): Due to lower enrolment, students choose between Band for the year or an Arts Rotation (Choir, Graphic Design, Visual Arts/Drama). Transportation to EDT for Band occurs every second cycle.

- Athletic Fees: A new \$10 fee per sport team (max \$20/year per student) was announced to help offset rising costs, particularly for transportation. The school is exploring solutions like volunteer bus drivers.

- Athletic Agreement: Students on sports teams must adhere to a code of conduct. The process for addressing behavioural issues is being standardized.

- Universal Food Program: The program continues from last year, with snacks available in all classrooms. Funding is limited (~\$28,000/year), so the current model is being maintained.

- School Safety: Two fire drills completed successfully. Two lockdown drills are scheduled for October and February.

- Upcoming Events:

- Orange Shirt Day: Friday, September 26.

- Terry Fox Run: Thursday, October 9. School goal is \$10,000. Incentive: Teachers will have a foot race in inflatable costumes if the goal is met.

- No School: September 29 (PD Day) & September 30 (Truth and Reconciliation Day).

- Yearbooks: Yearbooks from last year have arrived and will be distributed soon. Extra copies are available for \$22. Yearbooks are published annually for grades 5-8.

- Grade 5 Lunch Monitors: Grade 8 students will act as lunch monitors in Grade 5 classrooms as a leadership opportunity. This will start next week.

- School Handbook: The school website contains an updated handbook with the code of conduct and school plan. Parents are encouraged to review it.

- Clubs & Activities: Numerous clubs are active, including Cross Country, Soccer, Noon Choir, QSA, Minecraft, MYRCA (Literacy), Drawing, Esports, and Jazz Choir. The Jazz Choir is planning a trip this year.

#### 4. New Business

- A. Hot Lunch Program (Led by PAC)



- Purpose: To introduce Grade 5 students to the cafeteria experience. The food will be delivered to their classrooms initially, then transition to picking up from the cafeteria later in the year.

- First Hot Lunch: Monday, October 6. Menu: Grilled Cheese, bag of chips, and a juice box. Price: \$7

- Volunteers Needed: At least 5 volunteers are required each month. Volunteers are needed from 11:45 AM to 12:15 PM.

- Action: A welcome letter explaining PAC and the volunteer need (including requirement for criminal record checks) will be sent home with the first hot lunch form.

- Discussion: Potential for more "Cookie Days" this year. Hot lunch days may be moved from Mondays if other days work better for volunteers.

#### B. Fundraiser: Farm to School (October)

- Product: Vegetable bundles (Bundle A or B). Options to purchase a bundle for donation to Many Hands as well.

- Timeline:

- Orders due: Tuesday, October 14.

- Delivery: Wednesday, October 29. (To be confirmed)

- Pick-up for parents: Wednesday, October 29, 4:00 PM - 6:00 PM.

- Volunteers Needed: For sorting bundles on delivery day and assisting with parent pick-up.

- Action: Fundraiser information and online ordering details will be sent to parents. PAC tally order will need to be covered by credit card, PAC will need to reimburse.

- Future Fundraisers: A Co-op gift card fundraiser in November was proposed as it was successful last year.

#### 5. PAC Positions & Volunteer Support

- The current PAC structure is small and informal. There is an openness to defining more roles to share the workload.

- Positions Needing Support:



- Social Media/Online Communications: To manage PAC updates on platforms like Instagram and Facebook.

- Hot Lunch Coordinator: To help organize the monthly program.

- General Volunteers: A group for ad-hoc tasks like counting fundraiser money.

- Action: A group chat (e.g., WhatsApp) to be created for easier coordination among volunteers.

## 6. Adjournment & Next Meeting

- The meeting was adjourned at 7:58 PM.

- Next Meeting: Monday, October 20, 2024, at 7:00 PM in the EMMS Library. This date to be added to the school's online calendar.