

HENRY HUDSON PAC MEETING

Date & Time: March 7th, 2011 – meeting started at 6:35 pm

Location: Henry Hudson Library

In attendance: Parents (approximately 20), Principal Mrs. Browning. A full list of attendees is available from the PAC Chair upon request. For privacy reasons a full list is not posted on the web site.

1. A motion to approve the minutes from the February 8, 2011 PAC meeting was moved by Gary W. and seconded by Chantal M. Motion passed.

2. PAC Chair Report - Robert

a. Traffic Safety. Robert has ordered new traffic cones to place outside the driveway on York Street. The old ones are damaged, faded and not very visible. The new and improved cones should arrive soon. After spring break, the PAC will be in touch with Chad (parent police officer) to arrange a meet-and-greet event with a view to educating parents on safe pick-up and drop-off procedure when driving their children to and from school.

b. Playground Equipment Update (East side of school). Margot (SSA at the school), who has a connection with the Rotary Club, has advised the PAC that the Rotary Club has a program whereby it provides grants/funding to enable schools to replace playground equipment. The PAC has been looking into how we can apply for such funding. Lynne S. has taken photographs of the equipment which will be replaced, and these photos will be sent along with any application we make to the Rotary Club. We need to obtain from VSB a list of approved playground equipment vendors so that we can start gathering quotations for how much replacement equipment will cost. Mrs. Browning is still trying to get in touch with Jim (in charge of maintenance and construction at VSB) in order to get confirmation that the relevant equipment is indeed being replaced. As Hudson never did receive a letter from VSB advising that this equipment would be removed from the school grounds, Mrs. Browning is seeking to ascertain when this removal will occur.

- **ACTION ITEM:** Obtain list of VSB-approved playground equipment vendors and gather quotations for replacement playground equipment.

c. After School Programs. With regards to holding after school programs for the students, the PAC has learned that there is a proper procedure to follow for making

sure that school facilities are used properly for after school activities. Robert will be meeting with Les Smith, the Coordinator for Community School Team – West 2, in order to establish what procedure Hudson should be adhering to when offering and hosting after school activities, especially when charging students fees for these activities and when bringing in outside instructors/activity leaders.

- d. Web page and Facebook. Hudson now has a centennial Facebook page. The hope is that having such a page will facilitate communication between the school and alumni during the months leading up to next year's centennial event. Also, Robert would like to update and improve Hudson's webpage. However, there is a possibility that the VSB will be standardizing the webpages of all schools in the district. Therefore, the school webpage will remain as it is for now.
- e. Hudson Choir Update. After the meeting attendees were treated to a wonderful performance of "Where is Love?" sung by three choir members, Catherine C. reported that the Hudson choir now has 45 students ranging in age from K to grade 7. Having such a diverse group can be challenging at times, so Catherine tries to provide a wide variety of pieces to appeal to the various age and reading levels. In addition to the large choir, Catherine has recently begun an audition-only chamber choir, which consists of 14 members of the large choir. This group meets for half an hour after lunch on Thursdays, and is currently working on basic harmony.

Catherine hopes to teach the choir again next term. Wednesdays after school seems to be a convenient time for most families. However, given the requirements as per Les Smith for hosting after school activities at the school, it appears that at least 3 people will be needed to cover 50 children (which is the approximate number of choir members expected for next term). As it stands right now, there will be at least 2 adults at each practice – namely, the piano accompanist, who will be available at each practice next term, and Catherine.

3. PAC Secretary Report – Chantal and Christine

- a. In coordination with Ms. Nikon, the PAC will be organizing a book drive to occur in conjunction with the student-led conferences which will be held on Wednesday, March 16 and Thursday, March 17. During the student-led conferences, the PAC will be accepting donations of gently used children's books, CDs, DVDs and games (e.g. board games). Donations from the book drive will be used in the school library, classrooms, HOOSC or sold with proceeds going to the Hudson library. Any items remaining after the book sale will be donated to charity. Also, at the same times as

the book drive, there will be a book fair of French books from Savoir Lire. Volunteers are still needed to assist at the book drive and fair (Wednesday, 2:00-7:00 pm; Thursday, 2:00 – 4:00 pm).

- b. The PAC has sent out by email welcome newsletters to the families of all incoming English and French Kindergarten students for the 2011-2012 school year. This has been done with a view to getting new parents involved with the school, informing them of upcoming events and establishing a means of contact for the parents and the school over the summer months.

4. Treasurer's Report– Robert for Sheila and Andrea

- a. The PAC is financially stable. Sheila or Andrea will give a more detailed report at the next PAC meeting.
 - b. Hot Lunch. Deborah F., whose child is graduating from Hudson this year, has been running the hot lunch program for several years. Now that her child is leaving the school, someone else needs to take over her role. Such individual will need to spend some time with Deborah in order to learn as much as possible from Deborah before she leaves the school. One idea would be to have that person “shadow” Deborah next term while she does the shopping for necessary ingredients for upcoming hot lunches. Deborah advised that the shopping lists are all standardized now, as she has gotten it down to a bit of a science, and that she would be happy to pass on all her knowledge and info to her replacement(s). Deborah thinks that it does not necessarily need to be just one person who takes over her role, as she thinks her role can be broken down into several discrete tasks: e.g. shopping/gathering food and delivering it to the school; categorizing and spread-sheeting all the hot lunch orders; etc. After the necessary ingredients have been delivered to the school, another team of volunteers takes on all the cooking of the food and then the delivery of the hot lunch to the students. When one parent raised the notion of “ordering in” food for some of the hot lunches (e.g. pizza), Deborah pointed out that the PAC does not make money from vendors who prepare the food; we only make money if we prepare the food ourselves.
- **ACTION ITEM:** Break down Deborah's role into discrete tasks.

5. Principal's Report – Mrs. Browning

- a. Mrs. Browning reported that Hudson is full for the 2011/2012 school year, with only 6-8 spaces left for next year. We are completely full at the grade 1 and Kindergarten

levels for French. The numbers of anticipated students at each grade level will be submitted to the VSB at the end of this week, and the VSB Human Resources department will advise Hudson regarding staff allocations sometime in May.

- b. Mrs. Browning spoke about the Hudson choir and mentioned that there had not yet been a performance this term. Therefore, the decision has been made for the choir to have use of the gym between 2:00 and 3:00 pm on Thursday, March 17 to perform a mini concert of 4 or 5 pieces from 2:30 until 3:00. This timing coincides with the student-led conferences, so it is hoped that families will take the time to drop by the gym at 2:30 to enjoy this concert.
- c. Mr. Muress (grade 6/7 teacher) has been away sick since before the Christmas break. He has now begun to make his transition back to work, and has been coming to the school for a few hours on Tuesdays. Gradually he will increase the length and frequency of his visits, and expects to be back working full time by the third week of next term.

6. School Planning Council Update – Deborah

- a. As there have been no meetings since the last PAC meeting, there was nothing to report.

7. Centennial Brain Storming Session

- a. The group participated in a fast-paced brain storming session during which ideas were gathered regarding how to celebrate Hudson's centennial party scheduled for June 21, 2012. A separate document was created with the list of all the ideas that were collected during the session.

8. New Business

- a. Nothing to report or discuss.

9. Next Meeting

- a. Next PAC Meeting: Tuesday, April 12th at 6:30 in the library.

Meeting adjourned at 7:55 pm.