

# Henry Hudson PAC Meeting Minutes

Date: November 4, 2014

Time: 6:30 pm

Location: Henry Hudson Library

1. Call to order 6:31 pm.
2. Motion made by Wendy to approve of the minutes from last meeting October 08, 2014, seconded by Gerry, vote was all in favour.
3. PAC Chair Report
  - a. We have updated all the financials and budgets to reflect the amount raised from the previous year, together with the costs and expenses planned for using that previous year's fundraising amount. (Emily, Treasurer and Dana (past Treasurer) were absent so Marina gave a brief financial synopsis).
  - b. This year's activities are based on funding raised last school year, this year's fundraising will be used next school year. Last year we raised approximately \$25, 000, that will be applied to various items on the teacher's wish list for this year (and other PAC initiatives).
  - c. The Teachers have revised their wish list (which PAC signed off on in June) and we are awaiting their updated list for the 2014/15 year.
  - d. We would like to get more specific information as to what programs, events, and support for teachers worked last year, and to get a sort of 'report' each year from the teachers as to how the funds were spent in a qualitative way. In order to know what to fund this year. It would be great to know from the teachers how the funds enhanced students' education, their programs, improved equipment and supplies, met needs in the classroom and contributed to a better overall general school experience. Someone from our Communications Committee will be liaising with the teacher's representative to acquire their feedback. This will be an annual request: each year we'd like the Teachers to provide a report back about how funds were utilized and to what benefits. This will help us to provide great information to parents about the value of raising funds for PAC and where it all goes, specifically, and how it improves their children's experience.
  - e. There is a newly active Hudson Teacher's Committee, with Jen Johnson as Committee Lead. For any PAC initiatives that involve the teachers or their general school jurisdiction, we need to consult with the Teacher's Committee prior to proceeding.
4. Principal's report
  - a. The daily lunch time scheduling and general lunch program is being adjusted to suit the needs of the number of students attending Henry Hudson. We have 16 divisions and 400 children attending school. The original plan was to have two separate scheduled lunch times in order to share the lunchroom space. The issue here is that the school has funding for 2.5 supervisory aides for this time of day and the current schedule of two lunch periods leaves only one supervisory aide inside and one outside on certain days of the week. It was felt by the staff that more than one supervisory aide is required outside at a time. The proposed plan to optimize the supervisory aides is to have lunch for all students at the same time so that the two supervisory sides can be inside with the

children eating lunch and both be outside when eating is over. This system is designed to work with two supervisory aides. There are some options being developed, such as having half the students eat in the lunchroom, and the other half could potentially eat in the gymnasium. Details are to be confirmed.

- i. Our number of students does qualify the school for 3 supervisory aides: 375 kids is the required number for the third aide, and our number of students is 389. We will be receiving a third aide next year for sure but in the meantime we are having to be creative with managing with 2.5 aides. Parents are encouraged to lobby their school board trustees for this third aide, the principal will follow up with the VSB.
          - ii. We are exploring what parents can do to help with the supervisory shortage in terms of being lunch monitors. Bringing back the grade 7 student monitors (was also discussed: if there is no split lunch time, it could be possible to utilize the grade 7s again (as in past years).
  - b. There is now a school volleyball team for grade 6. They will practice in the am at school on Wednesdays and Fridays, with games on Thursdays afterschool at Elsie Roy Elementary School.
  - c. There will be a Remembrance Day assembly at the school on Friday, November 7<sup>th</sup>.
  - d. The grade 6 & 7 classes have received grant money to paint the school lockers. This will be an exciting part of the social responsibility program and will foster a respect for the halls, the school, and the community.
  - e. The toonies for tulips initiative has fundraised \$250.00 towards supplying 2 additional planter boxes. Hurray! The gardening group would like to request a storage shed for gardening supplies.
  - f. There is a new staff member at Henry Hudson. She is a full time supervision aide and her name is May Chan. Please extend your welcome to our new staff member!
  - g. There is a professional day to come that will focus on social responsibility, date to be confirmed.
  - h. There will be a professional day on May 15<sup>th</sup> of next year to make up for a professional day missed during the strike.
  - i. Sports day for the school will be Thursday, May 14<sup>th</sup>, 2014.
5. Teachers' report
  - a. The teachers will have their wish lists completed by Friday, November 7<sup>th</sup>. They will meet early the following week to review them and prioritize the lists.
6. PAC Secretary Report – discussed in PAC Chair report
7. PAC Treasurer Report – discussed in PAC Chair report
8. School Planning Council Report
  - a. The SPC is organizing a rainy day club activity space for children to use when the weather does not permit outside play. They are in need of parent volunteers and more toys (such as lego and checkers) and books.
9. Members-at-Large reports
  - a. Hot Lunch Fundraiser Report
    - i. We are happy to announce that our hot lunch program has met the requirements of the Vancouver Coastal Health Authority and the VSB and we have received our Permit to operate!
    - ii. The program requires an expansion of our current kitchen amenities.
    - iii. Should the school move to the proposed single scheduled lunchtime described in 4.a. we will need to expand our hot lunch service to include expanded kitchen

facilities (such as in or near the gymnasium and or a service station in the gymnasium.) We are going to propose a few other options for the school lunch program in addition to the gymnasium option.

- iv. We are in need of parent volunteers to serve hot lunch.
  - v. They has been a request from The Hot Lunch program for the Garden Group to bring in a compost/green bin program for the school to reduce the food waste going into garbage every day. Apparently there is a program in which grade 7s can take this on and compost bins will be donate from the VSB.
- b. Fundraising – Direct Donation
- i. Our goal is to raise \$5,000.00 by direct donations.
  - ii. We would like to minimize our labour and have less fundraisers, and more direct donations.
  - iii. The direct donation campaign will be launched in the near future, we are looking for volunteers to help. It was suggested that we launch the campaign before the end of 2014 so that donors will receive tax receipts in time to apply them to their taxes for this year.
  - iv. It was suggested that we use the lunchamunch program to accept direct donations. It was felt that this easier system would make donating more accessible for parents.
  - v. We are looking for someone to approach local businesses about a fundraising at the till program for the school. This program was very successful last year with our partnership with Chapters. Unfortunately Chapters has opted out this year as they have partnered with another local school.
- c. Fundraising – Provincial Money to Parents
- i. It was suggested that we approach parents and encourage them to use the \$40.00/day allowance they received from the government for the strike to donate to a specific Teacher’s programs fund.
  - ii. It was suggested that if parents were informed of the needs of the school, that they would be more inclined to donate as discussed above (related to Teacher’s Wish List).
  - iii. it was agreed that this suggestion for using the Parents Strike Cheques/Funds could be included as another option in the direct donation campaign (i.e. A. \$25 direct donation, B. \$50 direct donation, C. \$100 direction donation, D. XX amount, E. I would like to donate my strike funds directly to Hudson Teachers’ Programs Fund).
- d. Henry Hudson Spirit Committee Report
- i. A new logo was launched (Yay! Well done!) with rave reviews.
  - ii. 40 new team jerseys are coming soon.
  - iii. Spirit wear will be coming November 17<sup>th</sup>. This is a line of clothing and other items designed with our new school logo that can be purchased by parents for their children and for themselves. The purchases will be made through [www.ordermygear.com](http://www.ordermygear.com).
  - iv. There was a proposal for a spirit day in January, where the students and faculty are encouraged to wear red, the new school colour.
  - v. There will be a contest for students to submit tag line ideas to support the new logo. Once selected, the new tagline will complete the whole new school ‘brand’/identity (red and white school colours, new logo, tagline, and other Identity components). The idea is to have the logo and tagline as an overarching

identity, supported by core school 'pillars' (such as Hudson Sports, Hudson Students, Hudson Safety and Social Responsibility) This will be vetted through the Teacher's Committee first. It was discussed that each division could also write a line that would contribute to making a new school song. The unused tag lines may be made into a school song by the choir director.

- e. Winter Fair
    - i. The winter fair will be Friday, December 12<sup>th</sup>.
    - ii. There will be a variety of activities, stations and events, including the popular string pull, a cake walk, games, a book sale, a kids market, food, and the HOOSC corner. We have begun plans and are gathering a list of core volunteers to each take on a 'station' or specific task (i.e. Tickets, Reindeer Toss, Bowling, String Pull, etc). There will be a Winter Fair meeting convened soon.
    - iii. We need gently used book donations from the parent community by November 12<sup>th</sup>.
    - iv. We are looking for other items that could be sold at the fair for fundraising, it was suggested that we prepare a weekly reminder for donation items and parent volunteers for the class representatives to send to the parents.
    - v. It was suggested that we sell tickets to the fair through munchalunch in advance.
  - f. Earthquake comfort kits – tabled for the next meeting
  - g. Family Photo update
    - i. The sessions are already 50% booked.
    - ii. Posters will be put up around the school to remind parents of this great opportunity.
  - h. Community Garden Project – representative was not available to attend the meeting.
  - i. Hudson Choir Update – tabled for the next meeting
  - j. Rainy Day Club – discussed earlier
  - k. Afterschool and lunchtime activities – tabled for the next meeting
  - l. Guest Speakers program
    - i. We have one speaker organized, an inter-active educational shark specialist Not for Profit organization which would engage all the Divisions in a shark education/environmental responsibility initiative. The PAC would provide a reasonable donation to the organization as a thank you.
    - ii. Other speakers were discussed, including Gregor Robertson, Kirk LaPointe, and as well VSB's Patti Bacchus (to discuss Corporate donations policy!)
10. New Business
- a. Proposal for Communications Committee – The Committee consists of Victoria, Chantal, Marina, Chris and Rob. Covers teacher liaison, website and online platforms, Weekly Updates, Political/Outside organizations, and general PAC communications between and with Parents and Teacher and the larger school community. Meeting to be scheduled.
  - b. Proposal for Safety and Social Responsibility working group. Material was circulated and an overview provided. It was discussed that this initiative could be considered one of the 'school pillars' (discussed above).
  - c. Traffic / Parking "Call 311 Campaign" We have been gathering input and feedback from parents regarding traffic/safety/parking issues and will be preparing an action plan shortly.
  - d. Student Council – tabled for the next meeting
  - e. Use of library during recess and lunch – tabled for the next meeting

- f. Student Babysitting Club – tabled for the next meeting
  - g. School dance – tabled for the next meeting
11. Next meeting date is Wednesday December 03, 2014
  12. Mitch moved to Adjourn. Gerry Seconded. Adjourned at 7:51pm.