

Eagle Harbour Montessori
PAC Meeting Minutes September 13, 2022.

Attendees: Principal Nathan Blackburn, Vice-Principal Debbie Tobin,
PAC Chair Andrea Hladik, PAC Treasurer Dennise Croes Guthrie, and former PAC Treasurer
Shannon Banal,
Hot Lunch Coordinators Tricia Foley and Melissa Dabrowski,
Fundraising Randeep St. Jacques (via phone),
After School Programs Coordinator Sharon Lee-Flynn and former After School Programs
Coordinator Carrie Siu,
Lower Elementary & Upper Elementary Class Parents Shira Nitsan and Katy Brier,
PAC Secretary Aoife Cashman
(Family representatives x 8 in person Rosemarie, Petr, Billy, Sarah, Chin, Tsin, Laurel, Parisa, plus
x 4 online Wayne, April, Alice and Patrick (there were more attendees earlier but signed out
during the meeting) *Apologies for any misspelled names!

9:01 AM: Meeting Called to Order – Andrea Hladik

- Introductions – went around the room to allow everyone to get to know one another and know whose student is a member of their family.
- Approval of Previous Meeting's Minutes – Moved by Shannon Seconded by Andrea
- Approval of Agenda – Moved by Sharon, Seconded by Carrie

9:08 AM: Administrative Report

Debbie Tobin

- Registration is going well. We have 72 children attending the 2022-2023 school year. Delighted to announce a full Kindergarten class this year which has not happened in a long while.
- Opening night will be held on Wednesday 21st September 2022 and here is an outline of what is planned for the evening:
 - From 5:30-6:00 pm families will be invited into students' classrooms. The students will proudly show their families around their school and room. At 6:00 pm we will have an opening outside (it is also International Peace Day) and will sing a song (Montessori peace song). The school has traditionally held a vegetable race on opening night, and this will happen from 6:20 – 6:50pm. Festivities will then wrap with a thanks for coming. Families are invited to bring along a picnic as the times may clash with family dinner. The event will be wholesome and allow students to use ADST (applied design science and tech) when designing their vegetables to race. Need volunteers for the race ramp (possibly Patrick can help). Our new Principal Nathan Blackburn will MC.

- School Drums – last year we had a difficult time finding a suitable supplier, but this year we have succeeded and have approx. 30 drums on the way. The drums will be a legacy piece for the school, with a drum circle being held, and students will make some of their own.
- First day of school – due to ongoing construction the staff organised a slip and slide event that went very well, only school in the District to have a slip and slide for the first day back. The students had a wonderful time, and it was a great way to start the school year.
- Construction update – HVAC larger units have arrived. On the scheduled Pro-D Day coming up on September 23rd, 2022, the construction team have asked for the building to be vacated as they need to get a crane due to lift the larger units to the roof. New sprinkler system, gym floor, HVAC and moulding have all been done and the project is almost at completion.
- Historical Halloween - it is a school tradition for each student to pick a positive historical figure to dress up as for Halloween and give a short presentation on that figure during school time. This year will be no different, but more information will follow via communication from the school.

Nathan Blackburn

- Introduced himself formally to the PAC and families in attendance and gave a brief insight into this extensive career before coming to his new role here at EH. He attended the closing ceremony at the end of the 2021-2022 school year and is very happy to be part of the team, and Debbie's reputation. He also thanked families who have reached out and sent welcome notes.

9:16 AM: PAC Exec Reports

Fundraising Report (Randeep St. Jacques via phone)

- Introduction and noted that Randeep has been the fundraising chair for 4 years now.
- Here is a summary of the fundraising events that are planned for this school year:
Hot lunch program is one of the largest fundraisers we do at the school. We have the vendors all set up. Need volunteers to make it work. Tricia Foley and Melissa Dabrowski have stepped up to coordinate for 2022-2023. This year Wise Owl Montessori Preschool pizza will be sponsored by Mariana (owner) and with pizza being our most successful hot lunch fundraised this is good news.

Scholastic book fair will be run by Andrea Smith our school librarian. We will need some volunteers to help with it. Date for the fair is to be confirmed and communicated later.

Funds raised will be used for the library and not available for the PAC.

Art cards – Debbie Tobin manages this event. The cards are designed by each student and typically out for Christmas but are more generic so can be used all year by families.

Purdy's Chocolate – we typically run Christmas campaign. The students are sent home with flyers, families then order, and the chocolates are then delivered the first week of December. We will need family volunteers to help distribute from the school office. Online fundraising campaign will be run in November for those families who want to donate funds and receive a tax receipt.

Student holiday market – the students are invited to shop at \$1 or \$2 gift tables and allowed to then gift wrap their purchases with wrapping paper. The students then have gifts for their family. Pre Covid-19 this event was held the first weekend of December and is opened up to the community also.

Treat days – these days do not raise a large amount of money, but the students enjoy this one day per month and it brings a sense of community. TCBY (frozen yoghurt) works best but we require a volunteer to pick up and one or two volunteers to sell.

Blaze Pizza and Chipotle – these are events where families are asked to have dinner in those restaurants on a set evening and then 10% of sales come back to the school. We need to decide as a group if we want to do this for 2022-23. It does not raise a lot of money but again if it creates a sense of community, it will be worth doing.

Wine night – Thursday October 13th (last time we did it was 2019). Will be hosted by Randeep at her home. Every family donates a bottle of wine or equivalent and delivers it to the school. We then make baskets and have a raffle on the night. No students attend, this is an adult event and is a great way to get to know other families and the teachers. The event typically costs \$1k and raises approx. \$3k. People will pay a \$20 cover charge to come to the event.

Watch for further information in the school e-bulletins please

Treasurer's Report (Dennise Croes)

- Budget will be prepared based on the last pre-Covid budget as we can now fundraise fully this year.
- Previous Treasurer will hand over some of the open items
 - Offline Shannon and Dennise will meet and go over
 - Gaming grant report submission and application for new year
 - How to submit expenses
 - Need email addresses for e-transfer
 - Need to update some of the admin
- The only large expense upcoming will be the drums. We do not need iPads as we have recently purchased a few, and from here on in we will budget \$1k/year to replace the iPads.
- At the next PAC meeting we will be talking about some capital projects, such as outdoor learning area.
- Hot lunch is the best fundraiser. Veronika has the cheques and the atm card for hot lunches. Will work in October to clean up the banking side of things.

- Total Current Cash as at today's date: \$17,414.05 which can be broken down as follows

Bank Account	Total
Chequing	\$6,375.31
Gaming	\$716.95
Hot Lunch	\$10,321.79

9:29 AM: Andrea Hladik (Chair's Report)

- As this is the first PAC meeting of the new school year and with new members on the committee there is no chair report to be presented at this meeting. That being said, Andrea went on to facilitate a discussion between concerned families regarding parking.
- Changes to parking – Andrea brought up the topic of recent changes to the school parking area as was communicated in the school e-bulletin and allowed Ms. Tobin to speak to the rationale behind the change. Debbie spoke to a harrowing car accident that happened over the summer period (at another school). At our school a dump truck has also recently taken out our fencing and the police have been notified. The school message for maximising safety is for drop off and pick up only (not all day) for K-Gr1 and Wise Owl Montessori Preschool to use the parking lot adjacent to the school exclusively. Higher grade families are being asked to use the drop off circle and/or Marine Drive parking and their children are older and can look out for moving cars. Debbie went on to explain that on Oct 12th West Vancouver School District are surveying our parking and performing an assessment. A report will be produced and is expected to put safety first. School doors are now open at 8:25am so people are welcome to drop off a little early. Nathan backed up Debbie's decision to change parking to avoid a potential accident which would ripple through our community.

Suggestions from the families for the parking assessment:

Parent/family concerns and suggestions	Response
Please can we have a teacher come out to make sure no parking in the circular roundabout area	We can look into a staff member being present and ensuring the roundabout flows correctly
Could we have clearer parking lines	This will form part of the assessment and we can put a case forward after that
Other concerns with traffic in and around the school	PAC Chair to attend meeting with the District
Educate the Wise Owl preschool families in how the parking area needs to work	Wise Owl Preschool will ask families to drop off later so we can stagger some of the load from the 8:30am bottle neck

The dumpster is often in the wrong place	Debbie is working with the stakeholders and will likely move the location, but this will be discussed with the District assessment team
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Hot Lunch Report (Tricia Foley and Melissa Dabrowski)

- Nothing to report at this time that has not been covered in the fundraising section of the meeting. Hot lunches are expected to commence in October with an offering for 2 or 3 days per week.

After School Programming Report (Sharon Lee-Flynn)

- The following programs are running and commencing this week
 - Tuesday Art-mania (acting games held in school gym) 8 students enrolled
 - Wednesday Art-mania (visual arts held in Ms. Tobin’s classroom)
 - Thursday Chess club 7 students enrolled
- Saplings – the possible start date has been pushed back to October 3rd as only currently have 3 students enrolled. If numbers do not increase to a minimum of 6 the program may be cancelled.
- Families then voiced concerns with after school programming:
 - Chess club – over the years the program has changed, in the past there used to be chess boards but now going electronic and using iPads. Families would prefer students use the actual chess board for the time they are in after school care as we are a Montessori school. Also candy given out after school. The PAC purchased 6 chess boards last year. Those are for use during school time and not for the after-school program.
 - Art-mania – the age groups are not correct and some older students are being paired with much younger ones.

Gardening Committee (Debbie Tobin and Parisa Serri)

- No report at this time however the committee have asked that families help themselves and take some herbs home. There is potential in the future for school produce to be sold at a market event but not currently in the plan.

10:05 AM: Meeting Adjourned – Andrea Hladik