

# Lord Roberts Annex Parent Advisory Council Meeting Minutes

Wednesday, June 15, 2022 at 6:30 p.m.

Location: Lord Roberts Annex and Zoom

Meeting Facilitator: Mike Ventresca

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Mike Ventresca, Elyssa Derban, Enwei Chu, Alice Garani, Cathy Thomas, Hannah Wharton, Lynn, Michael Shui, Cathy Fan, Doug Park, Sara Jones, Ray Wang, Joe, Marnie, Mina, Pam, Lorelei, Debbie Bradford, Alyssa Gibbs

1. Call to Order, Welcome, and Land Acknowledgment: 6:34pm
2. Additions to and Approval of Agenda
3. Approval of Minutes from May 18, 2022 Meeting
4. Business Arising from Last Meeting:
  - a. Coal Harbour School Update and Transition Plan
    - Many families have had questions about the transition process
    - Elyssa: Michael Rossi from VSB will be visiting in October
    - Michael Rossi will give an update on the building process
    - At this time, in his opinion, Roberts Annex is a “holding site” for Coal Harbour (e.g., students here right now will go to Coal Harbour)
    - Tricky point is 2024 entry: if school is not ready, 2024 entrants will have to go elsewhere; details have not been worked out
    - Current thinking: Anyone at the school as of June 2024 will be at Coal Harbour for Sept 2024 (K-4)
    - Q from Michael: New school, new PAC? Elyssa: District will provide support on transition.
    - Playground: Michael confirmed that when building is no longer in use, playground will be packed up and held in storage until it can be reinstalled (site unknown). Will talk to Elyssa offline.
  - b. Annual General Meeting to Elect 2022/2023 PAC Executive Officers
    - AGM last meeting; exec was elected
    - Vacant positions; or share positions available - please reach out to us
5. Reports:
  - a. Vice Principal – Elyssa and Doug Park
    - Introduction to Doug Park: New VP in Sept 2022
    - Cathy Thomas: Incoming principal at Roberts Elementary in Sept 2022
    - Vancouver Opera: Students watched the Flight of the Hummingbird
    - Assembly: VSO online recorded concert (España), highlighted music of Spain
    - Bike Safety talk with Constable Melissa: how to be safe as a pedestrian and cyclist

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Connect with the Lord Roberts Annex PAC:

Email: [lordrobertsannexpac@gmail.com](mailto:lordrobertsannexpac@gmail.com)

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- Sports Day: Thank you to PAC for providing freezies; had to be inside for some of the time; math challenge, STEM building challenge; obstacle course, egg and spoon race, dance party, sponge relay, and bubbles; excited to do it again next year
  - VSO concert: Carnival of our animals
  - CSL Reports: June 28th
  - Final day of school is June 29th - full day
- b. Teacher – Hannah Wharton
- Butterfly kits: Students have enjoyed watching them transform into butterflies; released them this week and were very excited; thank you to PAC for kits
  - Soapstone carving: Kits have arrived; one class has started; other classes will start this week; kids will be able to bring them home
  - Hot Lunch feedback: Food labelled with names was better than previous system; much smoother and faster; kids like the food that's offered; suggest waiting for end of September/early October for lunches to start so kids can get settled; keep it at 2x week for now; ask parents to send extra food if they're trying something new; update the order if they didn't like it
  - Q from Mike: Can we ask teachers about new items or ideas for spending so that we can be ready in Sept? Hannah: Will bring it up with staff
  - Q from Michael: Hot Lunch start date clarification? Hannah: End of September or beginning of October so that we can settle into classes and set lunchtime routines and expectations
  - Q from Michael: Would teachers want current times or another time for food delivery? Hannah: Not sure - will depend on timetable for next year.
  - Q from parent: What is the price? A: \$6:50 per meal with \$0.99 going to the PAC
- c. Fundraising – Cathy
- Received photos from Elyssa, will be creating a poster that describes how the money was spent and will send out via email
  - Always looking for fundraising volunteers - please reach out if interested
- d. Budget – Ray
- Paid childcare providers for last PAC meeting
  - Paid for soapstone, butterfly kits, unique minds science, ordered cheques for gaming account; other smaller reimbursements are pending
  - Hot Lunch funds are pending
  - Spending ideas are encouraged! Please share with PAC.
  - Gaming grant: Every year, PAC applies for gaming grant (June 30th); application has been submitted; funds should be deposited mid-October
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- Gaming account summary: Need to provide BC government with summary on how funds were used; report needs to be submitted after Aug 30th (will discuss with Michael and Dorothy)
  - Transition has started: Ray is uploading documents to PAC drive and has met with Michael and Dorothy
  - Q from Mike: Gaming grant funds - do we have to spend now? Ray: Have 36 months to spend; 1029.51 can be carried over next school year
  - Q from Joe: Do we know how much is budgeted to be spent this year? Is there a reserve? Ray: At the beginning of the year (and throughout the year) we pass a budget and approve a certain dollar value to each item; a lot of activities did not happen (field trips) or were well under the budget
  - Thanks to Ray for all your work as Treasurer these past few years!
- e. Hot Lunch Program – Michael
- Feedback from families: families are happy with 2x week; kids are happy with program
  - Need to talk to Doug to work out schedules with vendors
  - Approval: Same vendor will continue next year (C'est Mon Cafe)
  - Hot Lunch Coordinator will be Michael again
  - Q from parents: What is packaging waste like? Michael: Compostable packaging; kids are asked to bring utensils
  - Need to confirm day of commencement and time of lunches - will need to talk to Elyssa/Doug about this
  - Need to notify vendors, update websites, notify parents (email), posters on school grounds
  - Approval: PAC approves continuing with Hot Lunch program
  - Q: What are the ordering days? Michael: Currently 2x week (Wed, Thurs); participation is optional, up to 2x week; vendor opens up ordering periods every two months; choice of 8 types of meals
- f. Vancouver District Parent Advisory Council (DPAC) Update – Michael
- Choral Program: Mike has sent email to families to see if anyone can take on this project as current executive does not have capacity
  - Need to get input from school and families by June 27th if program is to start in Sept
  - DPAC will arrange for conductors to teach kids choir (extracurricular activity); PACs need to apply
  - DPAC rep said maybe winter or spring since other PACs are unable to get this information ready by end of June
  - Need to consider room, times (before/after school, lunch), survey families to see who is interested; there is a cost; \$12/lesson for 10 weeks
  - Let us know if you are interested - we can revisit in fall
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- Michael is no longer DPAC rep since he is only allowed one exec position: if anyone wants to get involved in DPAC, please let us know; Michael will continue to go to meetings in an unofficial position

### 6. New Business:

- DPAC Choral Program
  - Choral Program is a separate DPAC initiative
  - Challenges: hours of opening for our school; there isn't room here or engineer here for evenings; also have a truncated lunch (40 min)
- Welcome new Vice Principal, Doug Park
  - Welcome to Roberts Annex! We look forward to working with Doug.
  - Doug: Thanks for inviting me to meet families; coming from Richmond after 25 years; looking forward to the new school year
- Farewell Elyssa
  - Thanks to Elyssa for all your help and support over the past two years! Wishing you all the best in your new role at Queen Mary.
  - Elyssa: Will miss Roberts Annex and the community!

### 7. Upcoming Meetings:

- September 21, 2022 - 6:30 p.m. \*First Meeting of School Year (to be confirmed)
- Will continue hybrid format; will contact DPAC about Zoom account; they confirmed that they can continue to provide

### 8. Adjourn - 7:30 pm

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