

HD Stafford Middle School PAC<br>20441 Grade Crescent, Langley, British Columbia, Canada V3A 4J8<br>website: www.hdsms.sd35.bc.ca/parent-community/pac/ email: hdsmspac@gamil.com<br>"Creating a unified, engaging, CULTURE OF CARE for our students."

President: Gina Twellmann<br>Treasurer: Carmen Phelan<br>D-Pac Rep: Chantale Hubbs<br>Hawks Nest Coordinator: Lisa Tatarniuk<br>Hot Lunch Coordinator: Cathy Worrall

Vice President: Alex Joehl
Secretary: Cathy Worrall
Member at Large: Alex Harper, Solanlle Panquinao, Lisa Tatarniuk
Fundraising Coordinator: Gina Twellmann
Long Term Planning: Chantale Hubbs

## HDSMS PAC General Meeting Minutes <br> May 4, 2022 @ 6:30 pm via ZOOM

.Meeting called to order at 6:35
Attendees: Cathy Worrall, Gina Twellmann, Chantale Hubbs, Cindy Chung, Alex Joehl, Erin Favero, Krista Bryde, Lisa Tatarniuk, Solanlle Panquinao, Alexandra Harper, Carmen Phelan

## Acknowledgement of Territory

"We gather together tonight to help all learners reach their highest potential on the traditional, unceded territories of the Katzie, Kwantlen, Semiahmoo and Matsqui First Nations. We honour them and thank them for their lands."

1) Previous Minutes: Motion to approve by $\mathrm{AJ}, 2^{\text {nd }}$ by CH

Agenda - add in new Business, open up new bank account for e transfers, Motion approved, by SP, $2^{\text {nd }}$ by AJ,

## 2) School Reports

-Principal - John Hantke: not able to attend, sent report Principal's Report May the $4^{\text {th }}$ (be with you ©)

1) Happy Star Wars Day everyone!

## Building upgrades:

2) Lockers - We have confirmed that roughly 700 new lockers will be installed on the existing bases starting in July to be completed by mid August. They will be half lockers with alternating colours of black, red, white. Some lockers in the front hallway by the theatre will be vinyl wrapped with our new logo across the entire bank.
3) Sign - The Sign has been approved and Galaxie signs will be coming to install (see photo)
4) Gym Mural - Dean Lauze is scheduled to start in mid May with the Gym Mural design.
5) Vinyls - Erin and I are working with Ryan Radford at WGSS print shop - we're close to having the order ready for installation -
6) Outdoor Basketball Court - We have not heard an update on this yet.

## Upcoming Events to Note:

1) Re-opening of the Hawks Nest - How did it go today?
2) Theatre Production - Cinderella \& Pinocchio are being performed until the end of the week. 7-9.
3) HDSMS Track Meet this Friday - all school event! There is buzz in the building about this event!
4) Wellness Week May 16-20 - Variety of activities for staff and students around wellness.
5) Pro-D on May $20^{\text {th }}$ - We will be spending the morning working with Angela Murphy from the Center for Trauma Research on creating trauma informed classrooms.
6) Stafford Spring Picnic - May $26^{\text {th }}$ - Excited to re-connect with our community
7) FV Bandits Basketball Game for all SD35 Middle schools - Please remind parents to get their registration and payments in ASAP.
8) Stay Gold Car Show - June $26^{\text {th }}$ - This is going to be a huge event for our school 7am-5pm

## -Vice Principal - Erin Favero - Emergency procedures

First off a thank you for the chalk art work at the school entrance for Teachers day. For Emergency procedures, there are orange books that were created by the district using provincial emergency protocols and procedures. All schools in the district will adhere to the same practises which may change slightly between elementary, middle and high schools. Drills are preformed on a regular basis for lock down, earth quake, fire etc.

For large scale and evacuation procedures: The main goal is to keep students safe until they can be reunited with family. The Evacuation area is the back field which has numerous access points for parents to pick up kids. The Teachers will grab thier class emergency backpacks and then proceed to lead the students to the field. There are also larger supplies that are located in the office area which will be brought out by those staff. There are supplies of water and dry foods that are routinely checked for expiry dates. All teachers have a set role in this scenario and have been trained on the process. Will look at how many tents we have for use at the school for at least 2 tents are required, 1 for command post and 1 for first aide. The one thing that are in short supply are tarps for keeping children dry if needed. With using the field for evacuations the many entry points will be manned by staff members for parents to come and register to pick up their child. Questions brought up: Could PAC help purchase any items needed and will look at in September for next years Budget. Also wondering if an outline on emergency protocols could be sent out at the beginning of school year so that parents have some idea of what would happen in the case of emergency.
Also house points for Spirit days are taking place and will share online via social media so that parents can help get their students excited.

## -School Community Coordinator - Krista Bryde

Krista's last day at Stafford is May $20^{\text {th }}$. Not sure who got the positon yet.
There are 2 events coming up:
1: Tri it triathlon concession sales
2: Firefighters pancake breakfast
For the lunch program, Tim Hortons support has come to an end. Thank you letters have been sent out to the participating restaurants and people who spear headed it. There will be some gaps for Thursdays and alternating Fridays coming up. Will get a list together of the dates and see what we can do. There are still the funds from the DPAC which will help but may need some extra help (bodies) as well. The PAC has made a couple of pancake lunches which worked very well. Thank you.
For the Triathlon concession, Krista will no longer be here and it is not really fair to have the new person thrown in with that much responsibility so fast. There is a lot to be done to get organized and go ahead with the implementing of the event. Will look and see if Mr. Wright might like too take the lead on this, all funds raised can then go directly to the school athletic program. PAC can offer volunteers and help but no one is particularly wanting to run it. Tabled for now until we find out if any staff would be willing to support and if there is a deadline with the City for having commitment. Pancake Breakfast with Fire Department, June $21^{\text {st }}$. Weather permitting will be outside. John is OK with this.
The Fire Department usually supply all the food and do all the cooking, PAC can be there for support where needed. Usually they are at the School in their full garb and make pancakes and engage with the students. Should start serving for 8AM and continue till around 10, make sure every student is able to get some pancakes. Should be no
problem with students being late to class.
June $21^{\text {st }}$ is also Nation al Indigenous Peoples Day, will make sure there is acknowledgment hopefully from the Aboriginal support person at the school. Krista will get a confirmation and make sure it is a go before she leaves us.

## 2) Council Reports <br> - President (GT)

Gina continue to give John weekly updates for the PAC news to be put in the Skyhawk's Scoop, hoping to reach parents in all ways possible - newsletter, PAC newsletter, Facebook Hub, PAC page, emails home, flyers and Chantale has been helping me to synchronize information to Instagram.

Gina asked parents, PAC and teachers to respond to the Provincial Food survey regarding new Health guidelines for school. Although the guidelines might be mandated but not enforced as they aren't legislation, a worry about how much PAC fundraising will be stifled if the guidelines are passed as they are currently written. The deadline for the survey responses has passed.

Chantale helped me to send our proxy vote through DPAC to the BCCPAC AGM. Looking through the resolutions, there wasn't anything glaringly different from standard PAC opinions, voted yes on all resolutions and allow our proxy vote to make decisions on voting as she sees fit.

Back in October/November, Mr. Goulet's class won an Urban Safari Visit, but due to the visiting restrictions earlier in the spring, the visit has been rescheduled to Friday May $27^{\text {th }}-I$ 'm going to ask him if I can attend to get some photos. The school agreed to pay the cost of the visit - originally I was told about $\$ 180 \ldots$ since the cost is more than that, Jamie has offered to pay the difference.

After getting more info from John about the emergency threat last month, the PAC was concerned about the late response to parents from the school district. I sent a letter on behalf of the PAC to Woody Bradford, Deputy Superintendent, with inquiries and suggestions moving forward. He gave a timely response, said our suggestions would be taken into consideration, and explained the process of emergency responses. His response was summarized in the Facebook Page Hub.

The PAC showed their appreciation to Trina and Andrea on Administration Day last week. Thank you to Chantale for putting together the plant baskets, balloons and cards. Continuing with gratitude, it was great to have a group of people create the chalk drawings Sunday night to show our appreciation for the teachers of HD Stafford. In addition, the virtual card was a great success and am grateful that many parents responded to my request to add to the card.

- Vice President (AJ) nothing to report -Treasurer (CP)
$\$ 17775$ in General account
$\$ 31713.92$ in Gaming account (the expenses are inputted but Cheque has not been submitted to school yet for the school would prefer 1 payment at end of school year) All Cheque requisitions are up to date, Uniforms were less expensive $\$ 1400$ instead of $\$ 2000$

Hot Lunch and Hawks Next are up to date BBQ not submitted yet
Disc golf just submitted but not on Budget yet
(We did not get the TD grant for the disc golf, we are paying $\$ 3000$ with school paying the rest.)
4 teachers have submitted their expenses and will send out an email reminding the rest of teachers to please submit before the end of year. Will check on what date was originally given for submission.
For the picnic with discussion it was determined that all income go to the event and that any goods that are sold via the hawks nest inventory the costs will get transferred to the event and credit given back to hawks nest.
-Secretary (CW) nothing to report
-D-PAC Rep Report (CH)
HDSMS DPAC Rep Report May 4, 2022
DPAC Meeting: April 21, 2022

## Presenter: School Safety Wellness \& Diversity - Magdy Ghobrial, District Principal Student wellness in schools

Mental Health and Literacy - students are seeking more discussions around this. Structures are being built to support students.
Game ready fitness - supporting students at risk (HDS, BGMS, DPE, NIK) pro-social support at GRF. Community support at ACSS. Coming to Betty Gilbert
SOGI Support for students - Gender Diverse Students, 2SLGBTQ+ name change is under consultation. A document guide is being developed to allow students to be connected with and support students and allow them to be heard.
Diversity - Planning for diversity week and other events. Seeing schools doing events throughout the year so all students are reflected / represented. Underway with 2022 /2023 school year and what should be focused on. They have engaged a consultant to work on antiracism and how we see ourselves connected and belonging; allows for an external lens and helps SD35 in its Journey to learn and educate.
Youth Engagement- underway - how are we doing as a community (not just as a school district). Brings together community partners and students to ask questions and receive feedback in order to create initiatives to better support students.

## Questions / Comments:

Q: Psyco-social hazards
A: Trauma and informed practice - what is going on with the student and the story behind the behaviour. Trying to understand the story and what is impacting the student making them do the things they are doing.
Q: Are there plans to train all teachers on how to communicate about LGBTQ+; For consistent messaging
A: Yes, seeking more consistency across the district. Each school has reps. The guidelines book is almost complete to create an anchor document that will allow all teachers to work with all students. WIP document to be reexamined annually.

Presenter: Project Resiliency - Dee Koruz, Intervention Clinician (SD35)

- 15 years - Located at SBO - district supported with private donations so no cost to student / families
- SD35 only district in North America with 2 hired registered clinical therapists
- Project resiliency evolved as an alternative program to suspensions
- Over 200 students came through in the first year and it has evolved over time
- Supportive 3-day program to help kids - not punitive.
- 5-6 students referred at a time, generally these are grades 8-12
- Home, health, assessing strengths and needs.
- Culminates in a completion plan c/w challenges and identifying available adult supports
- Follow up after 3-4 weeks to reassess
- https://www.sd35.bc.ca/programs-initiatives/project-resiliency/

Q: is there a self-directed presentation for PACs? Or could someone come out to PACs to do a presentation? It would be great to get the word out to families.
A: request can be made - district will work with Jo Abshire to create a video. In the meantime, share website link

Report: Tony Ward, School District Trustee:
BCSTA - Most trustees are at the conference that starts tonight.
Advocate to province for more mental health support
Further analyze bus routes and to create a report to support data by April 2023.
Vanguard announcement - ministry announced a large sum of money for seismic upgrades
Report: Woody Bradford, Deputy Superintendent, Lisa Lianchbury, Assistant Superintendent and Marcello Moino, Assistant Superintendent

Lisa: Seamless Day - childcare pilot in a Kindergarten classroom with the ECE is open. 8 students in grade 12 will start their ECE course work for the dual credit program and will already have 4 course credits upon HS graduation Head start childcare opened at Parkside elementary a few weeks ago.

Marcello: Brookswood, Walnut grove and DW Poppy plus continuing education, aboriginal studies and district athletics.
Working on supporting athletics in K-7 schools; asking about needs - some new equipment (i.e. basketball, volleyball standards, gaga pits) Most schools should have by June

Woody: PACs work hard to increase opportunities for our kids. Thank you for raising funds for outdoor play spaces. It is a ton of work and it has a direct impact on our kids wellbeing. Thank you! Taken on this new role, supporting Mal and working with Lisa and Marcello. Continues to work with schools such as ACSS and the Willoughby family of schools. Ministry announcement to add a new school in Willoughby area. Year-end celebration planning is underway as COVID restrictions lift as well as resuming arts, athletics and field trips

Request: Important for elementary schools - noon hour supervisors along with
principals, vice principals and support staff allow for more outside time for students which allows for collaborative learning among teachers.
Bring back to PACs that district is looking for noon hour supervisors. If parents can PLEASE help to fill these positions it would allow for continued collaboration

Q: Are gaga pit upgrades (K-7 only) being paid for by the district?
A: The new ones that were ordered in mid-February were paid for by the district.
Principals decided what the school received based on their school's needs
Q: What were some of the other options?
A: Indoor backboards. Soccer nets, hockey nets, uniform for schools (i.e. jerseys)
$Q$ : is there somewhere on the website that we can find out what super intendent is responsible for what school?
A: Woody will work with Joanne in communications / website to allow for this communication.
Q: Were K-5 schools offered, or just K-7 schools
A: It was just K-7 schools at this time to create equity across the district. Coming up in the next school year they will be looking at the K-5 schools.

Langley Parents Support Foundry Campaign ( $\$ 10,000$ goal) - Raised $\$ 1,800$ thus far. TOL will match donations.
Additionally, McHappy Day is coming up on May $11^{\text {th }}$. Seeking volunteers students and adults to help. No minimum age, just a child needs to be comfortable in that environment Giants now April $27^{\text {th }}$ Wednesday.

Asset committee has met to draft procedures around care and use of the tents. Final policies will be shared by the time the tents arrive. The supplier has indicated graphics should be in tomorrow, with a delivery timeline around mid-May. Booking system would be in place by the time we receive them.

School Food Guidelines BCCPAC - 2 ministries are seeking feedback from parents. There was a survey (closes Apr 30) and webinar.
2013 guidelines provide list of reasonable choices; the proposed guidelines list items to offer vs items to avoid (most hot lunch including juice and deli meats)
This is a suggested guideline and won't be monitored.
AGM Nomination update - Call for anyone from a choice school!
Reminder - DPAC Elections will take place at the AGM on May 2022 - the following positions are up for election. Nominate Here By Clicking Link Nominations close May 12th

| Position | Odd/Even | Term |
| :---: | :---: | :---: |
| Vice President 1 | Even | $2022-2024$ |
| Vice President 2 | Annual | $2022-2023$ |
| Secretary | Even | $2022-2024$ |
| Member at Large (6 positions) | Annual | $2022-2023$ |

Final Budget Presentation: 2022/2023 - vote

Next School Board Meeting: May 24th, 2022
Next DPAC Meeting: May 19 ${ }^{\text {th }} 2022$ - AGM / Election

## DPAC Proposed budget for next year (2022/23).

Same as previous years budgets with these exceptions:
Removed the Covid support line
Combined the Food Safe and Parent Ed lines
Added a line for $\$ 1,000$ maintenance for the new tents.
Motion by Chantale for HD Stafford PAC to vote on the DPAC Budget for 2022/23.
Voting to approve the budget for next year, all in favour, none opposed
Chantale will take our approval vote to the next DPAC AGM

## 3) Committee Reports

-Hawk's Nest (LT) Successful, fun better trial run for Hawk's Nest today. Around 300 kids came in the $1 / 2$ hour time slot and bought a lot. $\$ 453.35$ net profit for the day. 2 people were in the Hawks Nest selling and 1 was making sure the line was organized and kept moving.

## Upcoming Hawk's Nest and Popcorn schedule

May 4th - Hawk's Nest - all grades (Sarah Preston to help)
May 11th - Grade 6 - popcorn
May 18th - Grade 7 - popcorn
May 25th - Grade 8 - popcorn
June 1st - Hawk's Nest - all grades
June 8th - Grade 6 - popcorn
June 15th - Grade 7 - popcorn
June 22nd - Grade 8 - popcorn
-Hot Lunch (CW) 3 upcoming hot lunches, with more sales then the previous one.
-Fundraising (GT)
Smencils - from April 19-22 ${ }^{\text {nd }}$ (April $22^{\text {nd }}$ Earth Day) only for the Grade 6 classes since they hadn't seen the Smencils before. Each class received 30 pencils each. Some sold all of them and some sold none so it is difficult to predict their popularity. Of the 300 that were given out, we sold 97 pencils, for a gross of $\$ 194$ and profit of $\$ 97$.

The Smencils will continue to be sold during Hawk's nest - there are about 75 leftover from last year and 203 of the new ones - and during the Skyhawk Spring Picnic. The income from the Smencils at the Picnic needs to be recorded separately from the Event income.

I suggest that following the picnic, I offer to sell them at wholesale cost to the elementary schools who might be interested but not wanting to buy 500 at a time.

I suggest that we don't sell them again for a couple years as the idea is saturated now after two years.

Clearview Hanging Baskets - from April $6^{\text {th }}-$ April $24^{\text {th }}$. We just made minimum sales thanks to a couple of last minute purchases. I gave out paper flyers and emails and advertised about 3 times on social media. I had budgeted that we sell 40 baskets and we sold 26 . Some of the factors that affected selling were the increased price of the baskets compared to last year and possibly the cost of gas to drive out to Clearview. Our profit at $\$ 7 /$ basket was $\$ 182.00$
The cheque is in the PAC folders to be deposited. Suggest not to do this fundraiser again.
Neufelds - Neufelds fundraiser started today, May $4^{\text {th }}$ and runs until May $18^{\text {th }}$. The orders are due to be submitted May $21^{\text {st }}$ but since it's a holiday, I will be trying to complete the orders by May $19^{\text {th }}$. I've asked that anyone submitting cheques do so by $3: 30 \mathrm{pm}$ at the school. Perhaps we might see use of the PAC mailbox under the bulletin. Payment can we made by cheque and credit card. I opted out of cash as it's very time consuming to count with a short time for me to process the order. Cheques are an option is buyers don't want to pay with credit card. Neufeld's has revamped their fundraiser with pictures and online clicking instead of all the paper orders and transferring manually onto their excel sheet. This will make it easy for me and also lessen the chance of mistakes. On the downside, they are forcing us to use Stripe for credit card payments and although it has useful information about daily orders and productivity for selling, the setup hasn't been straightforward with the PAC being between a personal and non-profit account. I had to use my own ID to verify the account and the security sign in is linked to my cell phone - so eventually, I will need to pass on the details to someone else. Pick up for Neufelds is Saturday May $28^{\text {th }}$, 10am.

This is our last fundraiser for the year - the Krispy Kreme fundraiser is integrated into the Spring Picnic and will be part of the 'event income'

## -Long Term Planning Committee: (CH) nothing to report

## 4) Old Business

## a. Online info night to parents about PAC

The Stafford tour for the upcoming grade 6 students and parents will be on May $12^{\text {th }}$, The PAC will be putting on a short, online info evening on May $19^{\text {th }}$, Q \& A about Stafford and the PAC, Chantale will reach out to our feeder schools principals to send out an invite to all the grade 5 parents.
b. POS update: the POS is ordered and should be arriving within 2 weeks, the account is set up. The ability to use Tap was purchased and the swipe form is included free.
c. Car Show Volunteers:, Brad is wondering if any PAC members would like to help out at the upcoming car show on June $26^{\text {th }}$, Possibly help with the admissions not sure what else is required, If we help out the PAC can have a table with some information on our PAC, maybe pictures of what we have helped purchase for the school. This is a school fundraiser not a PAC event so we are just there to support the school. Gina is going to check with Brad as to what our duties would be if we came to help and also find out which department in the school the proceeds are going towards.

## 5) New Business

a. Teacher/ Staff Thankyou Breakfast: There is a $\$ 1000.00$ budget for this, last year because of Covid protocols we did a grab and go breakfast / snacks which were available all day. Should we do the same this year or add some hot component to the meal. Will look at the cost if we decide to add the Breakfast Burritos that are offered in our Neufeld fundraiser. If we use the Neufeld orders that would be extra fundraising profit for the PAC. There are about 150 plus staff at the school to feed. Will get in touch with John to find a date at beginning of June which would work. (Between June 6-10). Will have muffins, bagels, croissants, yogurt, and fruit available with plates, napkins and utensils included within the budget.
b. AGM elections procedure and elections committee email for upcoming AGM and elections on June $1^{\text {st }}$, Cathy will be monitoring emails for nominations, and Cathy and Chantale will work together at the meeting running the election/voting process. Carmen will be able to participate online via Zoom for personal / family reasons

## c. Skyhawk's Spring Picnic planning

Gina and Alex have prepared a breakdown of what the Spring picnic will look like, A sign up genius will be sent out for parent volunteers to run different stations, There will be presales for Krispy Kreme donuts and hamburger/ hot dog meals via muchalunch, as well as the availability to purchase at the event. Will have a concession for hot food, donuts and also Hawks Nest for treats. Hopefully it will be a dry day for the games that we are renting cannot get wet, are looking for tents that people can loan for the day. Also to keep costs down we are looking for coolers. Signs and posters will be made up and emails sent home. The majority of the games will be free but there will be a small cost for the mini golf and Bungee run. For those 2 games there will be a cash float at game side for purchases. The POS readers will be available at the concession, donuts and Hawks nest. The Bungee run also needs a 120 volt outlet so looking at having access to the community room to run power from there. Will check with McDonalds if they offer free ice to non profit groups for keeping our stuff cold.

## d. Opening up a new $3^{\text {rd }}$ bank account for e transfers

Motion made to open up a $3^{\text {rd }}$ bank account with GIF Financial which allows for 2 person signing e transfers, this is a free account which offers 10 free E-transfers /month and unlimited interact transfers. Will be easier to reimburse and pay for items with e-transfers then writing cheques and getting them to people for signing. GIF allows 2 person signing options so that we can keep within our constitution and maintain proper treasurer protocols. Motion made by Chantale Hubbs to open up an HD Stafford Middle School PAC chequing account with GIF Financial. The signing authorities will be Gina Twellmann, Carmen Phelan, Chantale Hubbs and Alex Joehl. Motion $2^{\text {nd }}$ by Solanlle Panquinao, all in favour, none opposed.

## Next Meeting Date:

PAC AGM meeting - Wednesday June $1^{\text {st }}$, 2022 -6:30 in person at library Meeting adjourned at $9: 05$ by GT

