



TOMSETT PARENT ADVISORY COUNCIL
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Minutes of Tomsett Elementary School PAC

January 23, 2020

In Attendance

PAC Members: CM, CL, FD, LB, SB, MC, IC

Staff: Mike Murray

Special Guests: Mike Charlton, Steve Ahluwalia, Marsha Ojiro (FUEL Catering).

Call to order

The meeting was called to order at 6.36pm by Mike Murray

Principal's Report

1. Welcome Mike Charlton and Steve Ahluwalia – Addition and Renovations Presentation
 - a. Seismic Upgrade: Powerpoint presentation will be shared with parents/guardians soon.
 - i. 3 main people on Tomsett Project team: Frank Geyer (Executive Director, Planning & Development), Steve Ahluwalia (Project Manager) Mike Charlton (District Administrator-Emergency Preparedness & Seismic Upgrade Liaison).
 - ii. Quick Project facts:
 - Maximum project value: \$11.4M (because of soil quality in Richmond)
 - Target Project Start: February/March 2020
 - Target Completion: January 2022
 - Architect: Thinkspace
 - Construction Manager: Heatherbrae
 - Project Management: Richmond Project Team
 - iii. Will start with addition to east side of building first.
 - Site preparation will begin in February 2020
 - iv. During seismic upgrade:
 - Quality of education is still upheld
 - School function will be maintained
 - Safety and dust barriers will be put up.
 - Air quality tests will be conducted on a routine basis during the construction time.
 - v. 2 to 3 month timeframe for a class to be upgraded and for a class to re-enter their new classroom.
 - A class will not be moved more than once.
 - vi. Questions:

- Powerpoint presentation shows sliding doors in some schools. However, sliding doors, will not be installed in classrooms here at Tomsett
- 2. Parking Lot changes – student valets opening car doors. Still working hard to train parents.
 - a. Student Valet will be present in the mornings and will last through to June only.
 - b. Please continue to drop off your children at the “U” – closer to school entrance.
- 3. Ringette finishes tomorrow.
- 4. Krispy Kreme – notice will be sent out on February 10.
 - a. Delivery date is February 27.
 - b. Selling for CAD 12.00 a box of original glazed donuts.
 - c. Orders must be completed 7 days prior (Feb 20th).
 - d. Boxes of donuts will be given to children to bring home.
- 5. EDI – Early Years Development Index – study of students in Kindergarten, conducted by UBC to provide data for schools, Ministry of Children and Families, Health and City.
- 6. Pink Shirt Day – antibullying day – Wednesday, February 26th. Encouraging everyone to wear pink to show support.
 - a. T-shirts are available for purchase all year long. Please check with the office.
- 7. Noon-Hour Supervisors – now have three.
- 8. Questions?
 - a. What measures do we have to keep vigilant about the coronavirus.
 - i. Email sent to parents/guardians on January 23.
 - ii. Please keep your children home if they are present a fever and flu like symptoms.
 - iii. Please wash hands frequently.

Chairperson’s Report

- 1. Playground fundraising
 - b. New donation from Fresh Slice Pizza; CAD 1,500.00
 - c. Donation letter can be sent to organizations; for who are interested in donating. Please reach out to PAC for letter.
- 2. New Fundraising Ideas
 - a. Family photo night with Kirsten Laufer Photography: CAD 25.00 session fee applicable
 - b. Krispy Kreme Donut
 - c. Clothes for Cash with Big Brothers
 - i. Please bring gently used clothing for donation starting on March 30.
 - ii. Bags will be available for pick up before spring break.
 - iii. Pickup will be on April 6.
- 3. PAC Hot Lunch
 - a. Sample food items from FUEL Catering:
 - i. Main kitchen is in Surrey.
 - ii. Delivery to 60 to 70 schools currently.
 - iii. Concept is bringing healthier and tasty food options.
 - iv. All packaging is recyclable.
 - v. Company does have facility where they can come pick up all packaging and will sort out recyclable and compostable.
 - vi. Making the move to compostable cutlery next week.
 - vii. Point of contact can either be school or parent.
 - viii. Minimum ask is 50 orders.
 - ix. 30 days’ notice to end service.

- x. Noon-hour supervisor to distribute lunch as long as food is labeled.
 - xi. Tentative start date Feb 25 – every Tuesday and Thursdays.
 - xii. Vote was carried out and all present was in favor to proceed with FUEL catering.
 - b. Munch-a-Lunch
 - c. Sushi lunch to be maintained once a month on Wednesdays.
 - d. Pizzas to be continued once a month on Fridays from the Friday store.
4. School Events
- a. Book Fair – February
 - i. Volunteers needed to assist in setting up the fair. Signup sheet is available on PAC Board in foyer
5. Movie Night will run in April. Date TBA.

Treasurer's Report (As of December 31, 2019)

General Accounts:

- 7 year GIC: CAD 1,063.98 (matures on June 22, 2022)
- 3 year GIC: CAD 5,100.00 (matures on October 1, 2021)
- Chequing: CAD 16,954.33

Gaming Accounts:

- 3 year GIC: CAD 4,096.58 (matures on June 16, 2020)
- Chequing: CAD 206.34

Direct Donations 2019

- Total families/parent participated: 53
- Total donations received up to December 20, 2019: CAD 2,399.00

Summary of Income and Expenses:

Income:

- Sales from Friday Store and Hot Lunch (Sushi lunch and Pizza Day)

Expenses:

- Friday Store groceries (Susan Cheng), cost of Hot Lunch programs (Sushi Lovers and Fresh Slice Pizza)

Budget:

1. Field Trip and Special In-Class Activity Subsidy CAD 20.00 per student (283 for 2019): CAD 5,660.00
 - a. Paid to Tomsett (CAD 5,000.00 from Gaming, CAD 660.00 from General)
2. Classroom Consumable Money: CAD 150.00 per classroom including Resource / ESL teachers: CAD 2,508.000
 - a. Four teachers submitted their forms with receipts.
3. KM Run Ribbons and Medals: CAD 450.00
4. Grade 6 and 7 outdoor Education Program: CAD 1,000.00
5. Technological and/or Gym Equipment Upgrades: TBA*
6. Grade 7 Graduation: CAD 500.00
7. The PD Tomsett-MacNeill Scholarship: CAD 1,000.00
8. Playground Upgrade Fund:
 - a. Goal: CAD 125,000.00 (increased from CAD 100,000.00 to cover costs of installation of equipment and includes additional option of playground sets).
 - b. Donations:

- i. Polygon: CAD 5,000.00 (October 21, 2019)
- ii. Fresh Slice Pizza: CAD 1,500.00 (January 17, 2020)

*Projected cost: CAD 15,000.00

Note: The monthly bank statements are available for viewing in the PAC drawer in the Tomsett Office.

Meeting Adjournment

The meeting was adjourned at 8.49 pm by CM & MM

Next PAC Meeting

February 20, 2019

18:30 @ Library

Free child minding is available