

## Ferris Elementary Parents Advisory Council (PAC) Meeting

May 6, 2019 6:00PM – 7:00 PM

Attendees: Naoko Watanabe, Rebecca Soronow, Mrs. Steele (Principal), Mr. Campbell (Vice-Principal), Joanna Xu, Anupriya Kansal, Stacey Yuan, Yuehan Ding, Alla Becker, Mona Mao, Shelly Ren, Janice Tong, Jaime Wu, Yan Wen, Vivienne

### 1. Administrators' Report

- Mike Charlton (District Administrator for Emergency Preparedness, Seismic Upgrade Liaison) – make sure all schools are emergency prepared and rehearse drills.

District Emergency Operations Centre to be activated given a large scale or multi-site emergency, emergency supplies to each of our school and non-school sites

Main hazards in Richmond: flooding, severe storms and power outage, fire, earthquake – school supplies enough for minimum 72 hours, up to 3 days.

All hazards approach to safety:

1. evacuation – fire, flood, gas leak
2. drop-cover-hold on – explosion or earthquake
3. hold and secure/ shelter in place – dangerous situation near-by area
4. lockdown – danger in same place

Preparedbc website with great information, household preparedness guide and creating your own emergency kit

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc>

Richmond alert website: <http://www.richmondbcalert.ca/>

What happens in schools with your children?

- School emergency management plan (SEMP) – updated every year
- Staff & students rehearse their training & learning by performing emergency drills:
  - 6x fire drills
  - 2x earthquake drills
  - 2x lockdown/hold & secure drills
  - Additional personal safety lessons
  - Master of disaster program
  - Communication plan-school messenger
  - Pilot Earthquake Early Warning System (EWS) - alert students 2 minutes before earthquake hits
  - Collaborating with city & RCMP
  - Emergency supplies have been provided to all school and will be stored in containers at muster areas outside of school buildings.
  - If there are any types of emergency, district emergency administrators (4) will inform immediately to all parents via district/school websites and social media, contact

police/fire department etc., School is only responsible to keep school safe in the meanwhile.

- Mrs. Steele explained construction phasing stages, transitioning to portables and swing spaces. Gym will be unavailable at the beginning of next school year – PE will be held outdoor until November. When the classrooms are under construction, they will be completely locked and no student/teacher entrance is allowed. During the seismic upgrade construction, phase notices will be given to families 2-3 weeks ahead.
- Lunch Hour Band Performance at Gateway Theatre was a success. There were 35 students at the beginning of this school year and the group increased to 80 students.

## **2. Treasurer's Report**

- Zumba Night: net profit \$207
- Spring Yard Sale: \$680.18 profit (excluding WeChat group profit donation)
- Hot Lunch profits: Subway \$231.86, Pizza \$443.37
- iRide – PAC paid \$550
- DVD drives for teachers to share – PAC paid \$616
- Teachers need to submit receipts for reimbursement by May 30. PAC paid \$1,288.62 so far.
- Checks ordered from Staples – paid \$90
- Total fund raised this year so far: \$45,621.86

## **3. Fundraising Report**

- PriceSmart Spin the Wheel on Saturday May 11 and Sunday May 12 at 12:00-4:00pm
- Movie Night License will be cancelled next school year.
- Fruits & Veggie Program – Difficult of pull upper grades students out of their busy schedule to handle this task; parent volunteers still required (minimum 1 parent with Food Safe Certificate)
- Teachers Appreciation Lunch – Friday, May 24, Food only (no money donation), potluck style. Online signup will be sent to parents.
- Music in the Park – Wednesday, June 5 at 3:00-4:00pm. \$844 grant from City of Richmond will be spent on this event. Invitations will be sent to Mayer, Superintendent and neighbourhood.
- Volunteers Appreciation Tea – Friday, June 7 at 2:00-2:50pm – informal. Main purpose is to bring parent volunteers together with tea/coffee and acknowledge everyone's commitment.
- Spring Carnival – Thursday, May 30, 2:50-5:00pm.
  - 22 games stations and lots of yummy food.
  - 8 raffle prizes from generous donors. Raffle ticket sales consent letters were sent home and are due on Friday, May 10.
  - Carnival tickets can be pre-ordered on Munchalunch – highly recommended to avoid long lineups at the event.

## **4. Volunteer Recruitment**

Please contact PAC at [ferrispac@gmail.com](mailto:ferrispac@gmail.com) or sign up on Konstella if you can help with the following events:

- Teacher Appreciation Lunch – Food need to arrive by 11:45 am at the latest.
- Fruits and Veggie days: May 9 and 30 - ~4 volunteers required
- Hot Lunch: May 10 – ~15 volunteers required
- Spring Carnival – May 30, LOTS of volunteers required, signup sheet at school office as well
- Music in the Park – June 5 – 6 volunteers required

#### **5. Other Business**

- Call for nominations for next year’s PAC executives. Each position and responsibilities will be posted online and notice will be sent out soon.
- Next year’s budget will be posted online. A few changes have been proposed:
  1. Students will not receive fieldtrip subsidy (1-year trial).
  2. PAC will sponsor education program(s) outside of school hours.
  3. Teacher reimbursement will be raised from \$6,000 to \$7,500.

Meeting adjourned at 7:45 pm

Next Meeting: June 3, 2019, 6:00 to 7:00 pm, staffroom (Voting for the next school year)