

PAC Meeting Minutes

Date: April 29, 2026

Location: Zoom

Attendance: PAC Executive, school administration/staff, parents and guardians participating via Zoom

1. Welcome and Land Acknowledgement

Betty Freeman welcomed attendees to the April virtual PAC meeting.

The PAC acknowledged that the meeting was taking place on the traditional, ancestral and unceded territories of the Musqueam, Squamish and Tsleil-Waututh Nations.

The PAC continues to explore virtual meetings as an accessible option for future years. Initial and AGM meetings are expected to remain in person, with virtual meetings potentially continuing at other points during the year.

2. PlayQuest Adventures Summer Camp Presentation

Cindy Jenkins and Scott Kemp presented information about **PlayQuest Adventures**, a new summer day camp being offered during July.

The program is intended for students entering approximately Grades 3–7 and will focus on outdoor activities, teamwork, confidence, independence and leadership rather than academic programming.

The camp will operate from **Quilchena Park**, with weekly registration and different themes throughout July.

Planned themes include:

- Urban Amazing Race;
- Collaboration and cooperative games;
- Outdoor adventure and nature exploration; and
- Leadership development.

Some activities will include travel by transit to destinations such as Pacific Spirit Regional Park.

Approximately **30 campers per week** will be accepted, with three supervisors anticipated.

Both teachers are first-aid certified, and emergency contact and related information will be collected during registration.

Contingency plans are in place for extreme weather, including heavy rain or excessive heat.

Families will provide their children's lunches and snacks. The daily schedule will include regular snack and lunch breaks similar to the school day.

Half-day participation was raised as a question and may be considered on an individual basis.

The organizers encouraged families to share information about the camp with the broader community.

3. Friday Night Fun Fair

Kiran Duhra provided an update on the **Friday Night Fun Fair**, scheduled for **June 12**.

The event is planned to begin at approximately **4:30 p.m.**, earlier than previous years based on feedback that the event felt rushed.

Sponsorship

A dedicated sponsorship coordinator has been introduced this year.

To date, approximately:

- **\$1,600 in cash sponsorships;** and
- **\$800 in in-kind sponsorships**

have been secured.

Additional sponsorship is expected before the event.

Activities and Entertainment

Current plans include:

- Two inflatable obstacle courses, with the possibility of adding a third depending on weather;
- Games and prizes;
- Arts and crafts;
- Temporary tattoos;
- Candy walk;
- Raffle baskets;
- 50/50 ticket sales; and
- Live music.

The McGee Band and Ms. Husko's band have agreed to perform again this year.

The inflatables selected are low to the ground and intended to meet VSB risk requirements.

Food

Three food trucks are currently planned:

- Mac and cheese;
- Taco Nori; and
- Kona Ice.

Participating food vendors have agreed to return **10% of sales to the PAC**.

Payment Options

A tap payment terminal has been purchased to allow credit card payments at the event.

The terminal will first be tested at an upcoming movie night before being relied upon at Fun Fair.

Cash will continue to be accepted.

Site Plan

Weather permitting:

- Activities will use the gym and outdoor areas;
- Four classrooms are anticipated for arts and crafts, tattoos, candy walk and related activities;
- Raffle baskets will be located under cover;
- Food and seating will make use of covered and outdoor areas; and
- The gym will be required for setup following lunch on the event day.

Grade 6 and Grade 7 students are expected to assist with setup and running games, subject to coordination with teachers.

Volunteers

Volunteer positions will be organized through **SignUpGenius** several weeks before the event.

Families attending the Fun Fair will be asked to contribute approximately **one hour of volunteer time**.

4. Fun Fair Weather Planning

The group discussed both rain and extreme-heat contingency planning.

The current rain plan is to:

- Move the inflatables into the gym; and
- Relocate games into classrooms.

It was noted that several west-facing classrooms can become extremely hot during June evenings.

The Fun Fair team will therefore also consider:

- Shade tents or canopies;
- Shaded eating areas;
- Alternative classroom locations;
- Fans or other heat-mitigation measures; and
- Protecting raffle and food items from direct heat and sunlight.

Final weather-related decisions will be made closer to the event based on conditions.

5. Upcoming PAC and School Activities

Welcome to Kindergarten – May 20

The PAC will participate in welcoming incoming kindergarten students and families.

The PAC is also exploring a dedicated communication channel or similar method for new kindergarten families to connect with existing parents, learn about volunteering and become more involved in the school community.

PAC Annual General Meeting – June 3

The AGM will be held **in person**.

The exact start time remains to be confirmed.

The PAC intends the meeting to include both formal AGM business and an end-of-year community celebration.

Friday Night Fun Fair – June 12

See detailed update above.

Staff Appreciation Luncheon – June 19

The PAC will organize the year-end Staff Appreciation Luncheon for all school staff.

Sports Day – June 23

Sports Day is a school-run event, with PAC support expected to include snacks and volunteer assistance.

6. Treasurer's Report

Sharon provided a brief budget update.

Highlights included:

- Pizza lunch revenue has exceeded the budgeted target;
- Fantuan hot lunch revenue remains steady;
- Movie night revenue is contributing positively;
- The PAC will provide **\$10,175** toward the Grade 7 Strathcona Park Lodge trip; and
- Fun Fair-related payments are beginning to be processed.

A more comprehensive budget report will be presented at the AGM.

The PAC will circulate the budget in advance of the AGM so families have an opportunity to review it and prepare questions.

7. Parent Education Workshop Funding

A question was raised regarding the budget allocation for parent education workshops, which was not used during the current school year.

The Treasurer agreed to note the unused allocation for **rollover into the next school year**.

The PAC will seek input from families regarding potential topics or speakers for future parent education sessions, potentially allowing for programming both earlier and later in the school year.

8. Volunteer Program

The PAC reiterated the importance of parent volunteers and thanked families for their continued support.

The PAC continues to recruit for the Executive position of **Volunteer Coordinator**.

Upcoming volunteer opportunities include:

- Movie Night;
- Friday Night Fun Fair; and
- Sports Day.

Volunteer opportunities will be posted through SignUpGenius.

The PAC intends to include clearer descriptions of each volunteer role so families understand the expected duties and time commitment before registering.

9. Principal's Report

Principal Lindsay Thompson thanked the PAC and volunteers for their ongoing work, particularly the planning involved in the Fun Fair.

Earth Day Assembly

The school held an Earth Day assembly featuring performances from three classes.

The school aims to hold assemblies approximately monthly when scheduling permits.

Core French

Intermediate students participated in the annual French crepe-making activity organized through the Core French program.

Student Conferences

Recent parent/student conferences were well attended.

Different formats were used depending on grade level, including student-led and classroom-based conferences.

Field Trips

Recent field trips included:

- Primary students visiting the Vancouver Aquarium; and
- Division 5 visiting the Gulf of Georgia Cannery/Steveston area.

Grade 7 Strathcona Trip

Grade 7 students are preparing for their upcoming Strathcona Park Lodge trip.

Students held a successful bake sale to support trip costs and have begun mandatory equipment checks.

The school thanked the PAC for its **\$10,175 contribution** toward the trip.

10. Sports and Activities

Badminton

Badminton is underway.

A badminton jamboree is scheduled for **Monday, May 4** at **Charles Tupper Secondary School**.

Track and Field

Track and field has begun, with mini-meets and larger meets scheduled.

McKechnie also continues to offer a primary-level track program organized by staff.

Ultimate Frisbee

Ultimate Frisbee programming is planned for students during May.

11. Emergency Preparedness Exercise

A major school earthquake exercise is scheduled for **May 7 at 2:00 p.m.**

Students should expect to spend an extended period outside as part of the exercise.

12. Staffing and Enrollment for 2026/27

The school will receive its formal staffing allocation for the **2026/27 school year on May 6.**

Once the allocation is received, school administration will begin developing class configurations and preparing for class placement work in June.

Current enrollment is expected to remain relatively stable.

The principal does not currently anticipate significant staffing reductions at McKechnie, noting that the school already lost a position in the previous year and enrollment remains similar.

However, final classroom configurations are not yet known.

The school expects:

- One kindergarten class; and
- Approximately **20 kindergarten students.**

A parent asked whether broader VSB staffing changes could result in McKechnie regaining a previously lost staff position.

The principal advised that an additional staff position is **not expected** under the current district staffing environment.

The principal also noted that the VSB is facing broader budget pressures and staffing reductions across the district. McKechnie is currently expected to remain comparatively stable because of its enrollment levels.

13. PAC Communications

Families were reminded that the PAC maintains both **WhatsApp and WeChat groups.**

Parents who are not currently members are encouraged to join and use the groups to ask questions, connect with other families and stay informed.

14. Action Items

Action	Responsibility
Seek feedback on continuing virtual PAC meetings next year	PAC Executive
Confirm AGM start time for June 3	PAC Executive
Develop communication/support channel for incoming kindergarten families	PAC
Continue Fun Fair sponsorship outreach	Fun Fair Team
Develop Fun Fair heat/shade contingency plan in addition to rain plan	Fun Fair Team
Confirm final Fun Fair classroom and site layout based on weather	Fun Fair Team / School
Test tap-payment terminal at upcoming Movie Night	PAC / Treasurer
Launch Fun Fair volunteer registration through SignUpGenius	Volunteer Team
Provide clearer descriptions for volunteer positions	PAC / Volunteer Team
Circulate AGM budget in advance for parent review	Treasurer / PAC
Carry forward unused parent-education workshop funding	Treasurer
Seek parent input on future education workshop topics	PAC
Continue recruitment for PAC Volunteer Coordinator	PAC Executive

Confirm staffing allocation and begin 2026/27 class organization following May 6 meeting

Principal

15. Upcoming Dates

Date	Event
May 4	Badminton Jamboree – Charles Tupper
May 6	VSB staffing allocation meeting
May 7	School earthquake exercise
May 20	Welcome to Kindergarten
June 3	PAC Annual General Meeting – In Person
June 12	Friday Night Fun Fair
June 19	Staff Appreciation Luncheon
June 23	Sports Day

16. Adjournment

With no further questions, the meeting was adjourned.

Families were encouraged to remain connected through PAC communication channels and to attend the in-person AGM in June.