

Welcome to the ÉMJS Parent Advisory Council!

As a parent or guardian of an ÉMJS student, **YOU are a PAC member!** The ÉMJS PAC is a central part of the school community, where successful education and well-being of our children depends on teachers, students, parents and the administration all working together. Our PAC goals are:

1. **Communication:** to encourage & support discussion between parents, teachers, and the school administration.
2. **Community:** to build & enrich our relationships with neighbours, local businesses and each other.
3. **Coordination:** to organize parents to help with school activities and fundraising events.
4. **Control funds:** to establish an annual budget and to allocate fundraising money towards parent & teacher supported school activities and infrastructure.

Look Around: PAC Funding is Everywhere!

Tens of thousands of dollars are raised every year for our school through PAC activities! PAC funds support activities, programs and equipment including:

- Chess lessons, Science Venture, iRide (cycling skills program), classroom supplies, visiting performers, field trips and indigenous education.
- State-of-the-art technology (iPads, ChromeBooks, SmartBoards), library books, art supplies, classroom stationary bikes, playground and sports equipment, emergency supplies and musical instruments
- Special annual events like the Grade 5 year end trip and celebrations.

Many of our fundraising events also create important community-building opportunities, bringing families together at our Fall Dance, Spring Fair, community barbecues and other events. Without volunteers and your support of PAC events, our school would be a very different place.

PAC funding also supports events for parents too, including Parent Education sessions. At these events, held either in-person or as a webinar, the PAC hosts guest speakers on a variety of topics that are of interest to EMJS parents including children's internet safety and screen time, managing children's anxiety, sexual health education, and nutrition, among others. Watch for notices in our newsletter about upcoming sessions!

Staying in-the-loop

Join the discussion! The last Thursday of every month at 7pm in the school library*, the PAC hosts a meeting for all parents to come and hear from the administration, EMJS teachers and PAC Executive about what is happening at the school. Parents are welcome to raise issues and ask questions. Childminding is available for children aged 3 years and older. If you can't attend these information sessions, check out the meeting minutes that we post on the PAC board outside the office and also on our website: <https://emjs.hotlunches.net/admin/>

***Note:** During the COVID-19 pandemic, we held two PAC meetings (including our AGM) via Zoom. Depending on restrictions during the 2020/21 school year, we may use this format for future PAC meetings.

Sign-up for our **newsletter**, which is sent out every few weeks. You can subscribe to the newsletter and read previous issues here: <https://tinyurl.com/y8kagobe>

Check in at our Twitter site: https://twitter.com/emjs_pac (tweet @emjs_pac)

OR on the school website: <https://margaretjenkins.sd61.bc.ca/parent-info/pac-overview/>

PAC Fundraising Overview

Biggest bang for your buck... In past years, our biggest fundraiser has been our **Hot Lunches**, which offer parents a convenient way to order a variety of lunch menu items for their kids on Wednesdays throughout the year. We also usually organize a welcome-back **BBQ** in September, a family-friendly **Fall Dance** in October and a **Spring Fair** in June to raise funds. A **Winter Make Sale** (a craft fair and craft-making workshop) in December gives families an opportunity to do art projects together and raises money for art supplies and artist visits to the school. Some years we have also offered **EMJS spirit-wear clothing**, and held **jumble sales or book sales**. We believe fundraisers should also serve as community-building opportunities or services to families rather than asking families to sell chocolates or other merchandise. The PAC also applies for a **gaming grant** each year and by keeping detailed financial records, ensures those funds can continue to support extra-curricular activities benefiting all students equitably. Given the current circumstances surrounding COVID-19, we aren't sure what fundraisers we will be able to run in 2020/21, but we will be sure to keep parents informed about our fundraising efforts.

The easiest way you can help fundraise all year is through **passive fundraising**. Several community businesses including **Thrifty's, Fairway Market, Cobs Bread, Finn & Izzy** support us by donating a portion of profits from the business EMJS families give to them.

- We partner with **Monk Office** to provide a way for parents to order school supplies for September. Information about this service & fundraiser is available [here](#):
<https://docs.google.com/document/d/1hySx8VzS9LVYBWXwCg2-Cv-z55Ohhz1pEKyNWYZIC78/edit>
- Next time you shop at Thrifty's use an **EMJS Thrifty Foods Smile Card** (you can get one in the school office) - simply hand it to the cashier at the till before you pay for your order and load the card with any amount. Then, use the Smile Card to pay for your order. Thrifty's donates 5% of the total back to EMJS PAC! And you can still collect Air Miles when you use your Smile Card.
- Load up your **EMJS Fairway Market Community Card** (also available in the office) and use it at Fairway Markets the same way as the Smile Card.
- When buying bread at **Cobs Bread** on Oak Bay Avenue, tell them you have a "Dough Raiser" account under the name "Margaret Jenkins".
- Next time you buy a regular priced pair of shoes (more than \$50) at **Finn & Izzy** on Oak Bay Avenue, mention EMJS and they will donate a portion of the sale to our PAC.
- Do you have lots of bottles/cans that need recycling? Before your bottle returns are processed at any **Return-It Bottle Depot** location, let the attendant know you would like the payout to go to "École Margaret Jenkins PAC".
- More details about these programs: <https://emjs.hotlunches.net/admin/view-doc.php?dnum=9694>

Check out what's going on!

Check the EMJS calendar for upcoming events, and note them in your schedule:

<https://margaretjenkins.sd61.bc.ca/calendar/>

Attached you will also find a general overview of the PAC calendar (during a regular non-COVID year!). We will be sure to keep you up to date on changes to this calendar.

If you have questions about PAC events or activities, email us or put a note in the PAC wooden dropbox on the table outside the office. *The office staff do not manage PAC activities*, so please respect their time and space and refer your PAC questions to the PAC Executive: exec@emjspac.ca or chair@emjspac.ca.

ÉMJS Parent Volunteer Opportunities

Do you have half an hour free on some evenings? Or one morning free during the week? If yes, would you consider volunteering some of your time to help with PAC activities? What do you like to do? Let us know your skills and interests! Contact the PAC Executive to find out more: exec@emjspac.ca or sign up [here](https://www.signupgenius.com/go/5080f45acac2da2f85-emjs1):
<https://www.signupgenius.com/go/5080f45acac2da2f85-emjs1>

Consider joining one of these PAC teams, which all have immediate need:

- **PAC Executive:** Come to our monthly meeting (child friendly), and ask about being a “Member at Large.”
- **Hot Lunch Fundraiser Team:** Help organize and serve food on Wednesdays, or help administer our online site.
- **Arts Committee:** Arranges the Winter Make Sale.
- **Gardening Committee:** Helps to keep our gardens and garden beds looking lovely.
- **Fall Dance / Spring Fair / BBQ Committees:** Plan & organize for our biggest family events!
- **Safe Routes to School:** Help organize Walk & Wheel to School week and other active transportation initiatives.
- **Recycling and Green Team:** Help keep our school green!
- **Staff Appreciation:** Help organize our staff appreciation luncheon in February.



Time during the day? Some in-school opportunities include:

- Hot Lunch Servers: Wednesdays, 11:15-12:15.
- Book Fair: held in the fall and late spring, organized by Ms. Maddern, EMJS librarian
- Odd Jobs: help decorate bulletin boards, make signs for events, post and take down signs around school
- Be a Class Parent: Communicate PAC events to other parents in your child’s class, help out in your child’s class

Time in the evenings or on weekends? Help us coordinate / administrate:

- PAC Website & Social Media;
- Evening Guest Speakers (Parent Education);
- Event Planning: help with supplies, posters, etc. for our Fall Dance & Spring Fair;
- Playground and Garden Enhancement (maintaining garden boxes);
- Sports: basketball, rugby, cross country, track & field, run club; parent volunteer coaches often welcomed
- Emergency Preparedness: help the school inventory and replenish supplies periodically;
- Community Liaison (donations, media, alumni point of contact);
- School Supplies Fundraiser with Monk Office;
- School branded clothing.



Big Events (great single focus events for parents who have limited spare time!):

- Fall Dance & Spring Fair: staff a booth; help set up/clean up; serve food; decorate!
- Winter Make Sale: (Early December) Donate materials, or help on the day.



Opportunities to volunteer at PAC events are often sent out using Signup Genius. You can always visit this site: <https://www.signupgenius.com/index.cfm?go=c.SignUpSearch> and search for a signup created by “exec@emjspac.ca” to see all active PAC volunteer signups.

Together we make our school a better place!



ÉMJS PAC: “Unofficial” Year-at-a-Glance Activities

Disclaimer: Things can change - especially during these COVID times! Please confirm actual events and dates with school calendar: <https://margaretjenkins.sd61.bc.ca/calendar/> or on the PAC website: <https://emjs.hotlunches.net/admin/>

Events and activities for the 2020/21 school year:

September:

- Welcome back themed family BBQ
- PAC Meeting, September 24th, 7pm in the library – all parents welcome.

October:

- Wednesday Hot Lunches begin
- Walk and Wheel to School Week, October 5-9.
- PAC Meeting, Thursday, October 22nd, 7pm in the library – all parents welcome.
- Pumpkin Parade – decorate a pumpkin like your favourite book for Halloween week.
- Fall Dance, Friday, October 30th, 5-8pm – come in costume, and sign up online to help!

November:

- Scholastic Book Fair #1 Fundraiser for Library (TBA)
- PAC Meeting, Thursday, November 26th, 7pm in the library – all parents welcome.

December:

- Make Sale (Craft fair organized by the Arts Committee), Friday, December 4th, 3-5pm
- Holiday gifts and cards for teachers, usually organized by class parents

January:

- PAC Meeting, Thursday, January 28th, 7pm in the library – all parents welcome.

February:

- Teacher & Staff Appreciation Luncheon (to coincide with Valentine’s Day), Thursday, Feb 11th
- PAC Meeting, Thursday, February 25th, 7pm in the library – all parents welcome

March:

- Spring Break, March 15-26

April:

- Scholastic Book Fair #2 Fundraiser for Library (TBD)
- Times Colonist 1.5 km Family Fun Run - run for our school!
- PAC AGM, Thursday, April 29th, 7pm in the library – all parents welcome

May:

- Bike to School Week, May 24-28
- PAC Meeting, Thursday, May 27, 7pm in library - all parents welcome
- Parent Volunteer Appreciation Coffee, TBD

June:

- Spring Fair, Friday, June 11, 5-8pm
- Grade 5 Recognition ceremony and celebration
- End-of-year gifts and cards for teachers, usually organized by class parents

Clubs (Before or after school, or at lunch recess):

Generally, there will be announcements for clubs. If you want your child to join a particular club, tell them to listen for the announcement(s) and/or inquire at the office as to how they may join.

- Cross-Country (September-October and April-May), before/after school for grades 3-5
- Swim club (for K-5) Fridays 3:30-4:15 @ Crystal Pool coached by Tye Aquatic Club
- Choir (for grades 4-5, TBD)
- Basketball (for grades 4-5) March - April
- Rugby (for grades 4-5) April - May
- Track and Field (for grades 3-5) April - May

Stay tuned for possible additional events that have happened in past years:

Class meet-ups – Classes are encouraged to organize occasional out-of-school meet-ups for families, parents and students to get to know one another; often class parents will help initiate these but anyone is welcome to organize them using the class list.

Assemblies - Generally parents are welcome at all assemblies. There are usually a few extra rows of chairs at the back of the gym for parents who want to come. Assemblies are usually held on Thursday afternoons.

Class parties – often classes have a party before the Winter Break, in June, or to celebrate some other occasion; parents may be asked to send in treats and/or join the class for the event.

Birthdays – each teacher has his/her own way of celebrating student birthdays. Please check with your teacher before sending treats. Some teachers prefer you send non-sugary treats (fruit, stickers), or save treats for a special day/time of the week.

Field trips – these are organized by classroom teachers. If you would like to be able to drive any student other than your own for a school field trip, you need to (1) go to the office with a current copy of your driver's license and vehicle insurance to be kept on file, (2) complete a criminal record check (to be sent to the school), and (3) arrange for ICBC to send the school your driver's abstract. Instructions for all these steps are available here:

<https://margaretjenkins.sd61.bc.ca/parent-info/volunteer-parent-drivers/>