

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 and field trips.
- 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 online, 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 or via Zoom, the PAC hosts a meeting for all parents to 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. If you can't attend these information sessions, check out the meeting minutes that we post on our website: <https://emjs.hotlunches.net> and social media (Twitter: @emjs_pac and Instagram: @emjs_pac, or join our Facebook group (search EMJS PAC)).

We hope you'll also 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>

PAC Fundraising Overview

Pre-Covid, many of our fundraisers are community-building opportunities including a family-friendly **Fall Dance** in October and a **Spring Fair** in June. We hope to bring these events back in the 2021/22 school year.

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

- **Monk Office:** See [Page 7](#) for instructions on how to order school supplies through Monk and have them delivered to your child's classroom in September. Monk donates 10% of all orders to the PAC.
- **Fairway Market:** Next time you shop at Fairway Market use an **EMJS Fairway Market Community Card** (included with this handout) 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 Community Card to pay for your order. Fairway donates 5% of the total back to EMJS PAC!
- **Cobs Bread:** When buying bread at Cobs Bread on Oak Bay Avenue, tell them you have a "Dough Raiser" account under the name "Margaret Jenkins".
- **Finn & Izzy:** 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.
- **The Soap Exchange:** Refill your cleaning supplies at The Soap Exchange on Hillside (at Cedar Hill Rd) and they will donate 10% of your purchase to the PAC.
- **Bottle Depot:** 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 ÉMJS 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. 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.

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

- **PAC Executive:** Come to our monthly meeting, and ask about being a “Member at Large.”
- **Communications:** Help manage our website & social media channels and put together our newsletter.
- **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 / Outdoor Education 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 & Active Routes to School:** Help organize Walk & Wheel to School week and other active transportation initiatives.
- **Recycling and Green Team:** Help keep our school green!

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

- Hot Lunch Servers: Wednesdays, 11:15-12:15.
- 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;
- PAC Newsletter;
- Coordinate evening guest speakers (Parent Education);
- Event planning: help with supplies, posters, etc. for our Fall Dance & Spring Fair;
- Playground and garden enhancement;
- Sports: basketball, rugby, cross country, track & field, run club; parent volunteer coaches often welcomed
- Emergency preparedness: help the school inventory and replenish supplies periodically;
- 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!



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 Tyee 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/>

EMJS PAC FUNDRAISER:

SCHOOL SUPPLIES FROM MONK OFFICE

Simplify your back-to-school shopping and have Monk Office deliver your child(ren)'s school supplies to their classroom in September! Using school supply lists from EMJS teachers, we worked with Monk to put together grade-specific kits that you can order online, and have delivered to your child(ren)'s classroom(s) in September. Monk generously donates 10% of sales to the EMJS PAC for us to put toward programs for the 2021/22 school year. Your order will also include an automatic \$3 PAC donation.

To order for the 2021/22 school year:

- To start shopping go to bts.monk.ca and use the **PAC CODE: 330CB3**
- Select the **grade** and **language** (FR/EN) that your child will be in NEXT YEAR and add that kit to your cart. The kits automatically contain all the items marked "required" on the school supply lists provided by EMJS teachers. Select additional optional items to add to your cart.
- If you have school supplies left over from previous years and you don't want to purchase a full kit, you can use the **"à la carte" option**. If using this option, please refer closely to the school supply lists provided by the school as you build your kit so that you know what you need to round up from home and what you need to add to your cart.
- During checkout you can pay with **Visa or Mastercard** and choose **free school delivery** (to your child(ren)'s EMJS classroom in September), **free in-store pickup**, or **home delivery**.

ORDERING WILL OPEN: June 2, 2021

ORDERING WILL CLOSE (for school delivery): JULY 18, 2021 Note: this is the deadline for selecting "deliver to school" in September; after this the only shipping options will be in-store pickup or home delivery.

For reference, the 2021/22 EMJS supply lists are posted on the school website (under the Student Info tab).