

Introduction of PAC

As a parent of a student at NRP, you are automatically part of PAC (Parent Advisory Council). At our AGM on Wednesday October 2, 2019 you will vote in this year's PAC Executives who's role is to speak on behalf of parents to the school administration and communicate back to you.

PAC is also responsible for things like:

- setting up Parent Education Nights
- running events like Multicultural Day and our Spring Fair
- Keeping parents informed about things happening around the school through PAC Newsletters, updates on our Website
- Holding monthly PAC meetings where we can hear from parents, staff and school administration
- Running of the Lunch Program

Probably the most important thing for parents to know and understand about the PAC is that we are here to represent you! We try to answer any questions or concerns you may have. At NRP we are a hugely multicultural and diverse group of families. This is one of our greatest strengths! We are fortunate to have had a number of parents involved in the PAC Executive with multiple language skills. We hope this will continue to be the case and encourage parents with a range of language abilities to participate.

We do not want any parent to feel language is a barrier to participating or volunteering in the PAC. We appreciate all parents as each one of us brings unique ideas and backgrounds, which only strengthens the PAC Executive.

Our **first PAC Meeting will be Wednesday September 18th 6:30-7:30pm** and our AGM will be Wednesday October 2nd.

- Child care will be available free of charge during ALL PAC meetings
- All PAC Meetings will be in the School Library (AKA: Learning Commons) unless otherwise notified.

WE ENCOURAGE ALL PARENTS TO ATTEND PAC MEETINGS. IT IS A GREAT WAY TO PARTICIPATE AND FIND OUT WHAT IS HAPPENING AT THE SCHOOL!

***PLEASE CONSIDER NOMINATING YOURSELF FOR A POSITION ON
THE PAC EXECUTIVE!***

PAC COMMUNICATION

Communication from school to parent and PAC to parents is one of our major focuses.

There are several important things you need to do:

1. **Download the NRP App!** In case of any emergency, this will be the tool used for communication! Along with that it is the main tool for the school administration to keep parents informed The App also sends reminders about daily and/or weekly events at the school. The *NRP App allows for translation in many, many languages!*

- a. For **Android** devices it is

<https://play.google.com/store/apps/details?id=com.sia.nrps>

- b. For **Apple** devices it is

<https://itunes.apple.com/ca/app/norma-rose-point-school/id895615029?mt=8>

2. **Go to the PAC Website and click “Follow”**

<https://nrppac.wordpress.com/>

PAC will continue to use the Website as a means of communication despite the day to day information coming through email. When you do you will automatically get notifications to your email when something new is posted.

What can be found on the Website?

- a. You can easily find the VSB calendar along with the PAC Calendar
 - b. You can also easily access the link to the PAC Lunch Program here.
 - c. All current and past PAC minutes and newsletters can be located on the site

PAC Lunch Program Information

Norma Rose Point does NOT have a school-run lunch program however the NRPS PAC DOES offer a lunch program which allows parents to order lunches for their children. The program is optional (approx. 50% of NRPS children have lunches delivered at least one day per week) and is managed completely by volunteers. We have local caterers that service the school and a small fee is added onto every food item as a fund raising activity for the PAC – all funds raised are used to support the school!

For 2019/20 the ordering system opens Sep 6th with the first date of delivery Sept 16th.

Caterers:

The menus offer a lot of variety including different sizes, hot and cold options, whole wheat and vegetarian options. To find out more about the caterers that we use please check out their websites!

Calhoun's: www.calhouns.bc.ca

Subway: www.subway.ca

Boston Pizza: www.bostonpizza.com

How to Order:

Ordering is done on-line, through web-based ordering software called MunchaLunch – the link to the ordering website is on the NRPS PAC: <http://nrppac.wordpress.com>

Ordering will open Sep 6th; an account can be created on or after that date, you will need to know the division/teacher of your child(ren) and have an email address.

Some parents choose to order as far in advance as possible, as long as menu dates show available and some parents like to order week by week – please keep in mind that every week has a cut off date, set by the caterers, to allow them to plan their resources – menus will close at 11:00pm seven days in advance – for example Wednesday 11:00pm ordering closes for the following Wednesday.

An email reminder will be sent to parents the day before each meal is delivered, please remember to check your inbox and spam folder for it. Especially for those who only order once in a while, please pay closer attention so you remember when to pack a lunch and when not to.

Canceling/Changing Orders:

As long as ordering for a menu date is open, **you** can change or cancel an order – this is helpful when you find out about field trips! Your account will be credited for cancelations; your credit card will NOT be credited. On days that your child is sick you may stop by and pick up the lunch or the lunch may be donated to a child who may have missed their lunch on that day.

Payment:

By Paypal/Credit Card or cheque (delivered to the school office: please place in an envelope with child's name and division). If you require payment by cash please contact the lunch coordinator at rosepointpaclunch@gmail.com to make arrangements.

Cheques are payable to: Norma Rose Point PAC

Balance Policy:

When you do not pay for your order immediately, you will have a balance owing. If your balance owing is \$50 or more you will not be able to order again until the balance is paid.

Volunteers Needed! Thank you to those who have volunteered with the program. In order to run the amazing 5 day lunch program for our children, we need volunteers. If you are interested in volunteering, when you order lunch online there is a place to indicate that you can volunteer that day. Volunteers work for 45 minutes from 12:15-13:00. You will receive information from the lunch committee with details about volunteering. If you would like more information or have any questions please contact the PAC Lunch Committee.

Communicating with your Child: Please make sure that your child knows what to expect for lunch, an email reminder will be sent from the system to remind you about lunches, this is helpful in preparing your child!

Occasionally a child might be expecting a lunch that isn't delivered to their classroom – please make sure your child understands to alert their teacher when this happens and to alert a lunch volunteer (located in front of the main office). No child should be hungry so our volunteers work with you to ensure that a lunch was ordered and in an emergency we have some back up snacks.

Please contact the PAC Lunch Committee with any questions, comments or feedback.

rosepointpaclunch@gmail.com