

**Ecole Pauline Johnson PAC Meeting**

**January 26, 2015, PJ Library, 7:00-8:38pm**

**Minutes**

Present: Eileen Huster, Anne Murdock, Elizabeth Moore, Genevieve Hassan, Robin Eisler, Mark Roozbahani, Hoda Seraji, Pegah Behbehani, Lisa Lau, Connie Hart, Karen Saunders, Chantal Trudeau, Kyra Smiljanic, Kristin Asrar Haghighi, Victoria Mendes, Josie Sutcliffe, Farzana Logan, Jen Rainnie, Monika Wilson, Michael Sutcliffe.

1. Chair’s Remarks: Michael welcomed Elizabeth Moore, and commenced the meeting with a moment of silence in memory of her daughter and PJ student Erin Moore, who was tragically killed in a hiking accident during the Christmas holidays. He conveyed PJ’s ongoing commitment to provide Elizabeth and the family with whatever support that they need. Michael also commended the Principal, Chantal, for doing an amazing job in preparing the school community at a time of difficulty, and Mme. Story in providing much needed support to Erin’s classmates.
2. Approval of Agenda: Motion to move item #10, Gala Report, to item 5 and approve the Agenda: 1st Connie, 2nd Eileen, approved.
3. Approval of November 26, 2014 Minutes: 1st Genevieve, 2nd Kyra, approved
4. Business Arising from Minutes: None
5. Gala Report: Jen reported that the Kentucky Derby themed Gala will be held on Saturday, May 2nd at the Pinnacle Hotel in North Vancouver. Tickets at $100 will go on sale on Feb 2. A logo contest is underway with Grade 6’s and 7’s. Class Gala project ideas are also underway with submissions due on Feb 4. While there is a great team in place, 10-12 volunteers are still needed, particularly for the Silent and Live Auctions – from procurement right through to cataloguing. Silent Auction items will be also available pre-sale online, and there is a need for an IT person with experience with online registries. Jen also announced the dynamic duo of George and Victoria as this year’s MCs. Jen and the team are hoping for the same revenue number as last year’s gala ($40,000).
6. Principal’s Report: Chantal reported that the budget process is underway for next year, and asked for the parent community’s priorities in a questionnaire, which will also be posted online, with feedback being submitted to the District.

* The 365 Give campaign is off to a great start after the holidays, with all but 2 classes participating. Data collection by SFU on the campaign’s impact on student morale, self-esteem and attitude will be an important indicator.
* The school is gearing for Fete d’Hiver week, however the Mountain Days at Cypress are at risk given poor snow conditions. We will know by Tuesday as to the status of those trips for Grade 4s and 5s.
* Volleyball season has started, with first game to be against Cedardale.
* The collaboration with Sentinel continues with the well-attended homework club mentored by Sentinel students on Mondays after school. To help Grade 7s to transition to Sentinel next year, they will spend an entire day at Sentinel; the first of three groups went last week. As well, counselors from Sentinel spoke to Grade 7s on Jan 26.
* Chantal reported that she and Chris decided to cancel the Grade 5 Outdoor School this year due to an increased number of financial assistance requests, making the cost too high for those who are paying (close to $400). However, the Grade 6 Outdoor School, which is less expensive and more educational, will go ahead as planned. *Victoria conveyed the parents’ disappointment at this cancellation, and asked about the increase in financial aid requests.* Chantal explained that it has been trending up from last year, right from requests for field trips to the Quebec Trip. The PAC discretionary fund is not enough to meet the demand.
* *Kyra expressed that perhaps there are parents that would have subsidized the costs, had the matter come up earlier, and had been communicated to PAC. Connie agreed that PAC wouldn’t want to remove programs that we don’t want to. Michael advised that a small group comprising of Auriana, Lynn, Michael and Kathryn, would investigate the funding shortfall and report back to PAC (as per #7 of the November 26, 2014 minutes.*

1. Treasurer’s Report: Mark reviewed the Draft Statement of Financial Position, and Draft Profit and Loss Report for YTD, and reported that all accounts are in the positive. Santa’s Workshop pulled in $3500, and the Lend a Hand campaign resulted in $2,595. Movie Night is in a negative position, but Friday’s movie revenues of $700 have yet to be deposited. Grant money received has been deposited, and cheques have been made to Maple Man, the Teachers’ Discretionary Fund, and the Principal’s Discretionary Fund. Mark also announced that he is resigning as “Treasurer” for PAC. Michael, on behalf of PAC, thanked Mark for his efforts.

* Motion: Monika made a motion to appoint Connie Hart as Interim Treasurer and as part of the PAC Executive immediately. 1st Kyra, 2nd Victoria, approved.
* It was also approved to add Connie Hart as a signing authority on the Ecole PJ bank account at TD Bank and to remove Mark Roozbahani as a signing authority effective immediately.  The signing authorities on the Ecole PJ bank account are Connie Hart (Treasurer), Michael Sutcliffe (Chair), Monika Wilson (Vice-Chair) and Lynn Mooney (Assistant Treasurer).

1. In Memory of Erin Kate Moore: DPAC Chair and Special Guest Elizabeth Moore said she was very grateful to everyone at PJ for helping her family grieve the death of their child. She recognized that the tragedy affects not only the parents, but also the entire school community. She challenged everyone to live his or her life differently so that every moment counts, so that you see what is really beautiful about your children and family. Over 1,000 people attended the Celebration of Life held at Mulgrave, where the ‘Life Lessons of Erin Moore’ were handed out on cards. Erin lived in the moment, was completely herself in her eclectic dressing and her love of sparkle. She loved her school and was so happy to be learning French; it gave her the confidence where she didn’t have before. Elizabeth thanked Chantal especially for the past 4 weeks. Elizabeth also announced that the PJ Playground would be the beneficiary of the Erin Kate Moore Memorial Fund. The family hopes that the school that Erin loved so much will benefit, and that it will have a lasting effect for students and for the wider community.

* A bank account for the ‘Erin Kate Moore Memorial Fund’ will be established with Victoria and Kyra being the signatories on the account.

1. Playground – Kyra thanked Elizabeth and agreed that the playground is a place for every child, and that the committee will ensure that Erin’s sparkle and joyful light will be brought into the playground design. Kyra and Victoria displayed the final concept drawing, reporting that final details are being worked on. An architect who wants to work with renowned Landscape Architect, Cornelia Oberlander, is visiting the playground on Feb 4. The tedious grant writing process is underway and Victoria is looking for some help on this. The committee is also reaching out to teachers via a Survey Monkey to ensure their vision is being incorporated in the next stage. Lastly, priorities and staging of the process can’t begin until a stormwater engineer can assess drainage problem areas, as this will affect priorities and timeframes.
2. Santa’s Workshop: Robin reported that Santa's workshop had another year of success, raising over $3500.  Included in this was the return on the raffle, up 50% to $750 this year compared to $500 the year before, thanks to the efforts of Susan Piercey.

* Less money was raised than last year probably due to lower enrolment at school, early holidays, and lower turnout at the big sell off at 3pm due to a conflict with staff meeting.
* Half of the profits went to the Nicaragua Children's Foundation as promised, and the remaining monies will benefit the PJ Playground as per decided at November 2014’s PAC meeting. However, a plan going forward is needed for next year’s profits. A suggestion is to have people make a mini presentation on their thoughts of charity and present at a future PAC meeting. A discussion on whether we should raise prices should also be considered.
* Robin announced that her team, including herself, Yasuko Donily, and Henia Trylowski has completed their last Santa's workshop and offered to shadow the new team at the next Workshop to ease the transition.
* PAC congratulated and thanked Robin and her team for their efforts over the years.

1. New Business: Parents expressed that they liked the newly designed PAC newsletter sent on a different day but Chantal said that wasn’t possible. There was a suggestion to go the paper route, and the Communications team will take it offline to discuss and report back.

* Hoda requested everyone to promote Fun Lunch with revenues down from last year.
* Elizabeth informed the group about upcoming DPAC events featuring the amazing Dr. Gordon Neufeld and Gail Vaz-Oxlade, and to check for updates on these events. New curriculum has been updated, and the French Immersion version can be now viewed on the BC Education curriculum site, with the focus on enquiry-based learning, social emotional learning, and critical thinking.

1. Correspondence: None.
2. Motion to adjourn the meeting. 1st Farzana, 2nd Eileen, Meeting adjourned at 8:38pm.