

PAC General Meeting - Minutes

October 10, 2018

ATTENDEES

Monique Schelle, Hoda Seraji, Mana Mirfendereski, Chelsea Duhs, Charlotte Burns, Michelle Morgan, Michelle Ross, Lisa Black, Devika Ahuja, Elham Oveisi, Mehrnoush Daryani, Stephanie LeComte, Afsoon Shahrvay, Sogol Sheikhabari, Linda Gour, Mat Burke, Deanne Mac Donald, Arissa Mehta, Elena Lanzafame, Nataliya Cipriano, Eric Cipriano, Leila Tavakoli, Reiko Locke, Saiko Tachibana, Dina Daraee, Tania Pan, Sheenagh Trembath, Anita Nikbakhtan, Lisa Romero, Daniela Tolzmann, Julia Kutlubay, Annabel Pringle, Jenny Cha, Michelle Ross, Tara Zielinski

1. WELCOME AND CALL TO ORDER (Lisa B)

Meeting called to order at 9:04 am by Lisa Black. She thanked everyone for attending, noting the great turnout this morning.

2. APPROVAL OF AGENDA (Lisa B)

1st Daniella T, 2nd Monique S. Approved.

3. APPROVAL OF 2018 AGM MINUTES (Chelsea D)

1st Daniella T, 2nd Charlotte B. Approved.

4. BUSINESS ARISING FROM MINUTES (Chelsea D)

None.

5. PRINCIPAL'S REPORT (Tara Zielinski)

SPEAKER SANDRA-LYNN SHORTALL

- Tara acknowledged the speaker Sandra-Lynn Shortall who will arrive later and speak after the meeting about the "I Can Kid" focusing on Regulation, Resiliency and Relationships.
- Suggestions were mentioned for other presentation topics or hot topics in the community to keep us up to speed.

FSA'S

- Foundation Skills Assessments (FSA's) for Grade 4 and 7 have started. Every year the Fraser Institute publishes the results however we need to keep in mind that every school handles these assessments in their own way for example some schools do not prep the children. The annual results can vary depending on cohort.
- The tests are in English so our results are reflective of that. The teachers are aware of the challenge and support students accordingly. Students who are in an ELL level of 1 or 2 (beginner) or those that have an IEP (based on goals and needs) do not write the FSA. This is also communicated to the parents of those children and the choice is often made in consultation.
- The FSA's are an opportunity for student to demonstrate skills and it's a good benchmark for teachers. For the French grade 4 students it has been challenging as they only commence classes in English at the beginning of the year.
- Tara has raised the French Immersion challenge of having the FSA's so early in the school year.

COHO FESTIVAL GRANT

- Tara gave an update on the Coho Festival Grant with the program moving into year two of three. Excitement around that was acknowledged.

DATES TO REMEMBER

- Thursday 18th early dismissal at 1:20.
- Friday 19th BC Pro D Day - excellent opportunity for teachers who will be attending workshops with colleagues from all over BC.
- Monday 22nd - students not in school. This is a day for teachers to discuss goal setting, literacy topics, sharing information learned at on the Friday workshops.

ARTIST IN RESIDENCE

- This year's Artist in Residence is Mme Carolynn Elliot, M. Elliot's Mother
- Tara has worked closely with Mme Elliot to build lessons for the students, some in English but also in French, guided by and assisted by the teachers.
- The art education will consist of building the relationship between literature and design and composition.
- Inspired by Pauline Johnson and Emily Carr's work, 4 canvases will be produced that all students will have touched. The art installation piece will be placed on the wall in the Learning Commons (Library). This is an exciting project for all the students to participate in and Tara thanked the PAC for their financial support.

TRAFFIC CONCERNS

- Tara raise the ongoing concerns about traffic around the school, in particular disobeying traffic laws and signs.
- Tara mentioned that the WVPD and Bylaw Officers have been patrolling and driver behaviour improves during their visits.
- Tara encourages parents to follow the rules and to not be afraid of being a good neighbour/parent and share concerns to others if they are being unsafe. Please do so in a constructive manner or speak with Tara directly.
- Tara reminded the group of the growing school community with many new families and helping new parents to be aware of any rules. Tara is happy to make personal calls to parents who are seen to be driving in an unsafe manner.
- Lisa added that in addition to being a good neighbour that we are not to block driveways of the surrounding houses. Neighbours have been late for their appointments due to parents blocking their driveways and we as a school community need to be respectful of their property.
- Deanna has been working with the district on traffic safety around schools and is on the DPAC Traffic Committee. She let the group know of positive reinforcement programs that are available to the school, the Walk and/or Wheel Program. In addition she added that a traffic committee would be useful in the school and suggested that we call for volunteers.
- There is also the opportunity for a PJ representative on the DPAC Traffic Committee. Please contact Deanna if you are interested.
- North side of the school crossing markers were commented on by Michelle M.
- Tara responded/ answered that Wade Hickey and the committee who she has been working with at the district are following a process that also has to be in conjunction with other schools so all programming is consistent.
- The Think of Me cards, made by students, were handed out in past years. Parents are needed to spearhead traffic and safety issues. Lisa added that we will continue to revisit this.

6. TREASURER'S REPORT (Saiko T/Dina D)

BUDGET REVIEW

- Saiko and Dina presented the income and expenses for September and month to date October.
- They also presented the Profit and Loss report for the past 2 months.
- Expenses in September were First Aid Training for G6/7, Coho Festival, Terry Fox Run, Welcome Back Coffee, New Parents Wine and Cheese. They were all within the budget and successful.
- Income in September was Gelato Monthly, \$400 donation from Zohreh (a parent), Shopfund from Mabels Labels and a donation from Pudgy's Pizza. Income in October so far was Spirit Wear (\$3,600). But the income of Spirit Wear will be decreased as there is an invoice to pay.

- Gelato was successful but notes were made that students and parents were confused about the location. One idea was a notice on the gym door to alert people of the new location in the covered area. More will be ordered next time to ensure we don't run out. Ideas to promote the event included to tie balloons on the sandwich board, as well as, at the location.
- Profit and losses have been running as planned except for the additional cost of a replacement PAC refrigerator. \$500 was added to the budget for this expense.
- Donations, and ongoing fundraisers like Mabel Labels and upcoming events like Movie Night will boost the income numbers.
- The PAC kitchen refrigerator is an unexpected expense. A note was made that the PAC Executive can spend \$1500 without a vote. So the refrigerator could be covered under 'other' expenses.
- Many thoughts on repairing the refrigerator have been noted and mostly likely would have to go through the district. Devika could possibly help with a deal from Coast Appliances. Lisa B to follow up.

7. VOTE FOR 2018/2019 BUDGET (Lisa B)

- Lisa asked whether there were any questions about the budget or refrigerator.
- Budget questions arose on how to get to that goal. A Gala or a Fund the Need campaign was suggested.
- As the fundraising was for a tech update and would involve the district in purchasing, tax receipts would be available for donations.
- Voted on Budget. Budget passed unanimously, all in favour.

8. BY-LAW AMENDMENTS VOTE (Chelsea D)

- Chelsea explained that the proposed Bylaw amendments were presented and discussed at the previous PAC meeting. She added that the bylaw amendments have been posted on the PAC website and on the notice board. These amendments are changes and updates to align our Bylaws with DPAC requirements and good business practices.
- Chelsea asked if there were any questions about the amendments. There were none.
- All in favour raised their hands. There were no hands raised in objection to the amendments. The Bylaw changes were passed unanimously.

9. VOLUNTEER CALL (Lisa R/Azita N)

Lisa R and Azita spoke on the need to round up volunteers, and mentioned specific upcoming events:

MOVIE NIGHT

- Movie nights is scheduled for this Friday and they still need 1 more volunteer for the kitchen.

- A reminder that all students pay \$5 for entry but parents are free. All concession items must be paid for also regardless if a parent is a volunteer.
- Azita has prepared a poster with pictures to help students who are learning to read decide what they would like and how much it costs.
- Chelsea is donating a larger popcorn machine to assist with demand.
- Jenny reported that Oscar, a kindergarten parent who worked on the production of Hotel Transylvania 3, has offered to do a presentation at the start of the movie and offer prizes! This is a first for a PJ Movie Night!
- Linda asked that new parents be invited to the Movie Night so they are aware of the event and what to bring. Julia replied that a special email had already been sent to Kindergarten and grade 1 parents with more information about Movie Nights.

DANCE

- The Annual Dance is scheduled for 23 November from 5pm-7pm.
- Lisa and Azita are preparing a list of roles needed to ensure a successful event.

SANTA'S WORKSHOP

- Lisa announced that Santa workshop will be led by Jenny! A round of applause for her for taking on this special event.
- Lisa noted she will need an army of helpers and a sign up sheet will be circulated soon.

FUN LUNCH CO-ORDINATOR

- Lisa B said that we are still looking for a Fun Lunch shadow for Hoda who is in her last year in the role. Please contact Lisa or Chelsea if you are interested in taking on the role or if a couple of people would be interested in sharing the role.
- Hoda said the job has been made easier because of the new system. There is less labeling therefore it is less time consuming.
- The time commitment is Wednesdays at the school for a few hours, and twice a year setting up the food menu and fielding related questions. The company, Foodie Kids, handles the food dispensing on Tuesdays and Thursdays.
- Annabel asked about noting any allergies on the menu.

10. NEW BUSINESS (Lisa B)

Lisa asked if there was any other new business:

- Chartwell will be offering a Babysitting program on October 19th. PJ is looking to host a Babysitting course in the spring.

THE ART CARD PROJECT FUNDRAISER

Daniela explained The Art Card Project fundraiser:

- All funds raised by this project will be donated to the PAC and all parents will receive a free card with their child's artwork
- The artwork will be ready to view online on 20 October and orders processed by October 28th will arrive by November 26th. Last orders will be processed on November 18th and will arrive by December 10th.
- Parents can order cards, notebooks, canvases etc which make special gifts.
- A portion of all sales will be received by the PAC.
- Thank you to Daniela for organising such a wonderful fundraiser for the PAC!

PURDY'S CHOCOLATE FUNDRAISER

- Purdy's Chocolate fundraiser is the principal fundraiser for the Quebec trip.
- Daniela and Victoria will be processing and handing out the orders in November.

OTHER

- Stonework done for park was finished by Benjamin Lumb. Note was made on how great it looks.
- Charlotte reminded everyone about the upcoming municipal vote including the vote for school trustees.

11. TECHNOLOGY REPORT (Mat B)

- Mat Burke gave a brief update us on the now agreed purchase of iPads and outdated Chromebooks, and the needed annual Evergreen fund to replenish out of date technology.
- The Makey Makey program will be used by students. Makey Makey is an invention kit that turns everyday objects into touchpads and combines them with the internet.
- Hopes to get speakers on Social media and other programs that are being looked into.
- The PAC expressed its thanks to Mat for taking on this important role.

12. QUESTIONS/COMMENTS (Chelsea D)

There were no further questions or comments.

13. ADJOURNMENT (Lisa B)

Lisa B closed the meeting at 10:05am. 1st Julia K 2nd Steph L.