

PAC General Meeting - Minutes

April 17th, 2019

ATTENDEES

Monique Schelle, Tania Pan, Charlotte Burns, Sydney Smith Patchell, Julia Kutlubay, Sheenagh Tremball, Azita Nikbakhtan, Dina Daraee, Steph LeComte, Kristin Asrar Haghghi, Chelsea Duhs, Stephen Noon, Lisa Black, Cindy Nairne, Erzsebet Nagy, Lisa Romero, Victoria Mendes, Nataliya Cipriano, Michelle Ross, Tara Zielinski

1. CALL TO ORDER (Lisa B.)

Meeting called to order at 1:35pm by Lisa Black (Acknowledged the new time and rescheduling)

2. APPROVAL OF AGENDA (Lisa B.)

1st Monique S., 2nd Charlotte B.. Approved.

The Agenda was projected on the white screen for the attendees to view.

3. APPROVAL OF MINUTES OF FEBRUARY 13th, 2019 (Lisa B.)

1st by Julia K., 2nd Sheenagh T. Approved.

4. BUSINESS ARISING FROM MINUTES (Lisa B.)

None.

5. PRINCIPAL'S REPORT (Tara Z)

TRAFFIC SAFETY UPDATE

Tara started by thanking everyone for attending. She spoke about meeting with Mark Chan regarding the traffic concerns around the new development directly beside the lower grass field on 22nd and Gordon St. There were 3 different sessions held, as well as, surveys. Only a few PJ Parents attended, however Tara addressed her concerns to him around how the school will be affected. Tara asked the hard questions

about traffic congestion, the type of company hired to do the project and the workers on site, timeline and hours of operation. She will be kept update to date on the project by Mark Chan at the District and will inform us of any new information.

Tara expressed appreciation to Sydney Smith Patchell and her father on the work they did helping with the upcoming changes to the Jefferson St. and 21st. stop signs. The new signs will have red flashing lights attached creating a visual safe zone area for children crossing those roads.

COHO GRANT

The Stream of Dreams dates are confirmed for June 11-13. The environmental group will host full sessions educating the children (K-7) on fish population and stream run off. Each child will paint a "fish" that will be displayed around the school. The installation and celebration will take place June 15. Tara continued to explain that the Streamkeepers, a branch of that group, will educate Grade 1-2 on streams and storm drains. With that group, the Grade 1-2's will repaint the yellow "fish" on the neighbourhood storm drains, volunteers will be needed.

SEUSSICAL

Tara acknowledged all the hard work and excitement around the Seussical. She informed the group that the children performed some songs for the school and expressed how pleased and proud she was of the performers. Some parts of the set were delivered and set up. Tara extended thanks to all the parents involved in supporting the musical. The performance will include two intermediate student casts with two performances, afternoon and evening. Tickets are on sale for the May 16th shows through Eventbrite. Volunteer call for various jobs including painting will be announced.

KINDERGARTEN

Tara updated the group that Kindergarten is now full and with a wait list of 12-20 extra applicants. The school will host 2 sessions of 'Welcome to Kindergarten' on May 1st. It was mentioned that a PAC Exec member will attend and talk about programs hosted by the PAC. Tara commented that the new Kindies would include many siblings of current PJ students. As this year's three classes of Kindergarten continue on, Mme. Kate Schwartz is set to teach grade one to accommodate the large number of students.

LIGHTHOUSE FESTIVAL

The Band and Choir will be representing PJ in the upcoming Lighthouse Festival on April 25th. Tara encourages parents to come out and support the school group who will perform at WVCC. The Band will perform at 11:30 until 12pm. The Choir follows their performance from 12- 12:30pm.

QUEBEC TRIP 2020

The 2020 Quebec trip planning has started. The incoming Grade 7 class families have an opportunity to attend the information session on May 6th from 6-7 at PJ. Hopefully the numbers of the students can be tallied for mid September. Tara thanked the PAC for the \$12,000 donation to this years trip. She also extended a thank you to Daniela and Victoria for their help raising funds through Purdys chocolates, which raised \$3,659. Tara shared that each student who attended paid \$2,750 and was refunded \$520.96.

FESL SHOWCASE

Tara informed the group of the current and past 3 year planning that her and the staff have been working on. The focus around literacy and data collected is in line with the district format. Tara and Kirsten are hoping to discuss the data collected with a panel including parents, teachers and students. The staff will be planning the goals for the next three years, with a continuing focus on literacy and the addition of numeracy and assessment on the Pro-D Day scheduled for May 17th. The FESL SHOWCASE will take place on May 9th from 3:15-4:15 pm.

PANORAMA AND CLASS PHOTO DAY

Tara reminds students to look their best for the panorama photo with the entire school that takes place on May 15th. The class photos K-7 are scheduled for that day as well.

TRACK AND FIELD

Tara expressed thanks again to PJ parent Meyrick Jones for continuing his role coaching and supporting students. Practice begins the beginning of May. The Grade 4-7 students signed up are invited to attend the Track Events at WVSS on May 28th and the Field Events at Westcot date TBD.

MOVIE NIGHT

Although movie nights are quite popular and a wonderful fundraiser, Tara tells us of her concern about the safety of those attending. The movie nights have become a bit of hazard with students running around and not respecting the school and others attending. It was noted that the movie itself was unplugged at one movie showing, this being only one of the aspects on reworking the event. Tara mentioned that the movie night scheduled for May is the last movie night of 2019 and that there is room for improvement as this is a school hosted event and school expectations are to be followed. Clean up was also mentioned as a large undertaking for the remaining volunteers and staff. Cindy N. added that many older students are not interested in attending as the group is mostly younger primary and it's too loud to enjoy the event. She suggested perhaps a movie night for older kids. More to follow on the changes and expectations.

RBC RACE FOR KIDS

The event raises money for BC Children Hospital. Looking for someone to take the lead on that and register PJ as a group. Tara provided the table with information pamphlets for anyone who was interested.

FINE ARTS REVIEW

Tara informed the PAC meeting attendees about the upcoming Fine Arts review May 22nd at 1pm at the Inglewood Learning Centre (south portable from WVSS). The review looks at what is offered in schools from Elementary to Secondary. Tara explained the 'Arts' include art, choir and band, drama and dance. Tara has worked with John White in the past and he will review the information gathered by admin, department heads, staff, students and parents and will make recommendations for future school years. Tara encourages anyone who is interested to attend and is looking for a possible PJ rep.

SCHOLASTIC BOOK FAIR

Tara congratulated and thanked Mme. Stina and parent Daniela for their great work running the book fair and raising just over \$4,000. Tara also thanked the parents and students for contributing to this event. Grade K-7 teachers, as well as, our librarian were able to purchase the books they wanted. Some of the books purchased were ones many students had asked for in the library.

Lisa B. thanked Tara for her Principal's Report and keeping us well informed. She continued to speak about the event happening on the day of the meeting May 17th. DO ONE GIVE. The event is part of the 365 GIVE program that a past teacher, Mme Storry had led in the past. The idea is to inspire people to do a 'Give'. The 'Gives' can be shown, expressed and registered by using the #365 and #Do1Give. The goal is to reach 100,000 Gives. Lisa B. told us about the 'Give' she had registered.

6. TREASURER'S REPORT (Dina D.)

Dina D. provided the table with the Balance Sheet and the Profit and Loss report. She spoke about the financial review to date.

BUDGET REVIEW

- A generous parent donation of \$3,500 was given. The money was placed in the trust account, part of the money was used to purchase the new freezer in the PAC kitchen to replace the broken one.
- Movie night revenue has dwindled from the first time raising \$2,000, the second time raising \$1150, the third movie night raised only \$808. Even with the decline, the total amount of income has been 96% achieved, with annual target being \$3,000
- Gelato Monthly has reached 91% of the target income.

- Norouz Festival was reimbursed \$100 cheque.
- Santa's Workshop donation to Cherub and American based charity was returned through Paypal in February. The funds were then sent to them in Canadian dollars in a cheque form, in March. Dina D. noted that choosing a local charity would be more effective and easier to deal with.
- Babysitting and Stay Safe course is filling up as registration has started and that things are running smoothly. There are two methods of payment e-transfer or cheques directly given to the office. So far 5 students for Stay Safe and 6 for Babysitting are registered. She is checking everyday and will keep us updated.

It was also mentioned that children almost age nine could take the Stay Safe course if they are on the mature side. Questions were raised about outside students who are friends or relatives of PJ students, if they could attend. Chelsea D. said that they were open to that if there is room closer to the date and they are approved by the host.

- The Staff Appreciation Lunch is upcoming has a budget of \$460. More to follow on that.
- Fun Lunch target is \$22,000/year whereas the actual revenue is \$9,180.94 which is 42% of the goal. Since 40% of our grand total of income depends on fun lunch the budget for next year has to be assessed according to the new Fun Lunch Plan.
- Spirit Wear is offered again to purchase. Julia K. mentioned that order forms were sent to teachers but it was discussed that they may not have come home, reminding us to check the backpacks.
- Dina D. and Saiko T. will be applying for the gaming grant (money from the Government) by the end of this month and hopefully it will be received by late September or early October.
- Noted was the overall income is \$33,084 and the expenses have been placed at \$42,538.02

7. PAC EVENTS AND DATES (Chelsea D and Lisa B.)

- It was reminded that the next movie night is cancelled. More to follow on the new format.
- Steph and Alexa will be leading the Staff Appreciation Lunch- Volunteers will be needed, class reps. will send out more info. Thanks to them for taking the lead on that.
- The Seussical tickets are now on sale on Eventbrite, notice should be taken when purchasing through that website as Sentinel School is also producing the same play. The E- Bulletin has a direct link to our ticket purchase. The show on May 16th will have two performances please check with your child on which cast they are in.
- Lisa B. talked about the upcoming family BBQ.

The Family BBQ will have a few changes this year to work out some of the bumps experienced last year. The food choices as well as the amount served to be sure that all who paid get food. Ticket format and sales will change to move the food line ups at a better pace. A Family BBQ team is hosting a planning meeting on April 30th at 2pm. Volunteers are welcome!

- Lisa B. asked for a lead on Sports Day which will be held June 22nd. Fresh Slice Pizza will be ordered and fruit will also be served. More volunteers day of will be needed.
- Spirit wear order forms are out as mentioned the team will update us on the incoming money from that.

8. VOLUNTEER CALL (Lisa R.)

Volunteer opportunities were covered, more to follow from Class Reps. on the current need.

9. 2019/2020 PAC EXECUTIVE NOMINATIONS (Lisa B.)

Lisa B. explained the positions and roles of the PAC Exec Team, as well as, the Fundraising Leaders. Chelsea D. and Lisa B. will continue their 2 year role as PAC Exec Co- chairs. They are hoping to have most positions filled by May and June. Saiko T. will be staying on as Treasure but in an admin role to help with the new volunteer. Steph L. will continue her role with communications. Lisa Romero will stay in her role as volunteer coordinator. A big thank you was given to Julia K. for her 3 year work as Class parent Liaison, she will stepping down this year. Sheenagh T. was also thanked for her 2 year role as DPAC. Lisa B. added that the two new celebrations will hopefully continue and the lead positions for Lunar New year and Norouz will be filled. Lisa B. presented the PAC EXEC Nominations on the whiteboard screen. She continued by pointing out roles that need to be filled and thanked those who had filled positions already.

PAC EXECUTIVE ROLES

Position

Co Chairs
 Secretaries (2)
 Treasurers (2)
 Communications (2)
 Volunteer Coordinator
 Class Parent Liaison
 DPAC Representative
 Fundraising Coordinator
 Member at Large

Nominees

Lisa Black and Chelsea Duhs
 Michelle Ross and (available)
 Saiko Tachibana and (available)
 Steph Lecomte and (available)
 Lisa Romero
 (available)
 (available)
 Rowena Veylan
 Linda Gour

FUNDRAISING LEADERS

Fun Lunch	(available)
Movie Night	Azita N and Jenny C
Gelato	Linda Gour
Spirit Wear	(available)

School Supplies	Steph
Santa's Workshop (4-5)	Azita N, Betty
Crepe Luncheon	Sydney P and Catherine L
Teacher Appreciation Lunch	Steph L. and Alexa
Family BBQ (2)	(available)
Gala (2)	(available)
Lunar New Year	(available)
Norouz	(available)

9. NEW BUSINESS (Lisa B.)

Lisa B. handed out IGA Cards to fill up with cash and spend at the 25th street location, as well as, the Whistler location. 4% of money spent goes back to PJ.

The West Van Place for Sports group still has the PAC donation of \$2,500. The group is reorganizing future goals and will update us on the use of that money.

The Grade 7 class entered a environmental contest and won 2nd prize for the idea of water clean up by using oysters around English Bay. The \$1000 dollars won in the contest will be used on a trip to Fort Langley. Congratulations is extended to them.

10. BUSINESS ARISING FROM MINUTES (Chelsea D.)

None.

11. ANY OTHER BUSINESS (Chelsea D.)

Chelsea D. acknowledged the later time this meeting was held and asked for feedback from the attendees on their preference which was positive. Chelsea and Lisa will look at scheduling afternoon PAC meetings in the next school year.

12. ADJOURNMENT (Lisa B.)

Meeting Closed at 2:25pm.

The meeting was followed by an informative talk from Jocelyn Hewson a North Shore Consultant about Personal Emergency Preparedness. The parents attending received a booklet and reading material about the important subject. The presentation was well received and had many people talking about their own emergency plans.