

PAC General Meeting - Minutes

May 8, 2019

ATTENDEES

Michelle Ross, Charlotte Burns, Sheenagh Trembath, Steph LeComte, Tania Pan, Sogol Sheikhabari, Fereshteh Nourbakhsh, Afsoon Shahravay, Saiko Tachibana, Lisa Romero, Chelsea Duhs, Julia Kutlubay, Dina Daraee, Lisa Black, Monique Schelle

1. CALL TO ORDER-Chelsea D.

Meeting called to order at 9:02 am by Chelsea D. Chelsea introduced a few of the cast member from the upcoming Seussical the Musical. The students had been out promoting the show during drop off, and they shared the excitement around the experience, relating how much fun and hard work it has been!

2. APPROVAL OF AGENDA-Chelsea D.

1st Lisa B. , 2nd Sogol S. Approved.

3. APPROVAL OF MINUTES OF April 17, 2019-Lisa B.

1st Julia K. 2nd Monique S. Approved.

4. BUSINESS ARISING FROM MINUTES-Lisa B.

None.

5. PRINCIPAL'S REPORT-Tara Z.

SEUSSICAL

Students are excited and ready to share their upcoming musical! Intermediate students will be dropped off and picked up at the Kay Meek Centre on May 16th, the performance day. Primary students will be watching the dress rehearsal in the morning. More information will be coming this week for parents.

FRAMEWORK FOR ENHANCING STUDENT LEARNING

There will be a showcase on May 9th at 3:15 and 4:15 for parents to attend, sharing the results and experiences from the process, including some parents sharing their educational journeys and success with improving their children's writing. There is a booklet on the process and results that will be shared

with PAC. Tara and her staff will be working on designing the next three year goal during the May 17th Professional Day.

COHO GRANT

Stream of Dreams is confirmed to be working with students June 11-13th. This is an environmental education and art program that involves students creating painted fish. The “stream of fish” will be installed along Jefferson on June 17th, and will require 4-6 parent volunteers to help with the installation.

FINE ARTS REVIEW

Tara will be leading the district’s Fine Art Review on May 22nd at 1pm, at Inglewood Learning Centre (south portable from WVSS). She is looking for a parent rep to attend and give guided feedback. Parents can also contact Tara if they cannot attend but wish to participate in a written format.

BUDGET ITEMS AND INPUT FROM STAFF FOR 2019/20

Tara will be reviewing items with staff on May 22 to ensure that the amounts being asked for are still relevant, and this years amounts were actually spent. Tara appreciates the generosity of the PAC and does her best to combine PAC amounts with government spending wherever she can. She will report back on her staff budget feedback in June.

Tara asked whether anyone had any feedback for her to relate to her staff at the meeting. Lisa B added that not all the budget money comes from the same places. The gaming grant, for example, can only be spent on certain things such as buses and the arts. Other parents shared interest in more musical educational opportunities and exposure for the students, particular the primary. It was suggested that perhaps the artist in residence next year could be in the musical arts. In addition, exposure to a variety of instruments was valued by the parents. Tara clarified that there is particular scope and sequence to music education that all the teachers are required to meet, and that these are great suggestions to further enhance music education.

ADDED DIVISION AT PJ

Tara explained that PJ student enrollment had dropped before she started at PJ, and that she has been looking for creative ways to boost enrollment. Last year with the huge waitlist she was able to add an extra kindergarten division, and for the upcoming school year, she has been working with the district to offer an additional LFI division. She noted that Pauline Johnson is known for its amazing LFI teachers and program.

The additional division will impact staffing and space, as the portable will be used as classroom. Some teachers will be shifting roles and the change may require some hiring. This is a stressful time of year for teachers as they plan for the next with some uncertainty on how they will be shifted. Tara and Mme Dixon are doing there best to support their staff and they will let parents know about staffing changes as soon as they can.

There was a question about whether the 2021 grade 7 class would need a larger budget for the Quebec Trip. Lisa B agreed it was something to look at but when that budget was being drawn up, but that the amount was fairly set. It was also asked whether February would continue to be the time for the trip, as it had been taken in spring in prior years, and Tara shared how thrilled everyone had been to attend Carnival and that they would be sticking with that time of year for future trips.

SAVAGE CONSTRUCTION ON 22ND/JEFFERSON

There is a new high density development proposed for the two lots situated on 22nd and Jefferson, right across from the school. There is an upcoming public consultation on May 14th at Irwin Park Elementary School between 6:30-8:30. Tara shared her concerns around the density traffic and the construction disruption to the school. She suggested that that if parents had concerns about the development they should attend the consultation, as it is outside of her role to be involved with that. She noted that Chris Kennedy and the school trustees were aware and following the development.

6. TREASURER'S REPORT- Saiko T.

BUDGET REVIEW

As there were few transactions from last PAC meeting, Dina D. and Saiko reviewed the year's budget and spending, and Saiko T reported on our current state:

1. **Donations:** While donations from PJ families are never expected, we were fortunate this year to receive about \$5,000 in donations, which were in part put towards iPads, Chromebooks, the new fridge and freezer. We really appreciate it.
2. **Grand Total Expense and Income:** So far, PAC is about \$9,000 short due to the unexpected low sales of Fun Lunch. As Fun Lunch revenue is the main source of PAC income, which is expected to be 39% of the grand total revenue, the next year's budget should be estimated based on the new plan for Fun Lunch. Also, there will be a few upcoming expenses including Grade 4/5 bike safety(\$1300), Grade 7 graduation party(\$1200), Staff Appreciation Lunch, and Sports Day Lunch. Hopefully the current \$9,000 deficit will be made up by the upcoming income from Movie Night, Gelato Monthly, Spirit Wear, and BBQ to break even.
3. **Seussical the Musical:** Seussical Musical was hosted instead of a Gala Fundraiser, which was budgeted to earn \$11,000 income. We hope that many attend..
4. **Gelato Friday:** Monthly gelato sales have earned 11% more than the annual target.
5. **Movie Night:** Movie nights have already reached 96% of the annual target. With the Movie Night in May, we will likely exceed the target.
6. **Spirit Wear:** Spirit Wear has earned 56% of target so far this year, and hopefully will earn the other half of its expected revenue from the April sales.
7. **Class Discretionary Fund:** Under Tara's supervision, Class Discretionary Fund and School Events were within the budget.
8. **Gaming Grant:** Most of the Gaming Grant, which is a grant from BC government, has been used for Artist in the Residence as budgeted and \$3,687.37 are left. New application for the next school-year will be submitted shortly.
9. **Babysitting and Stay Safe Course:** Registration for the two upcoming courses, offered on May 17th at PJ, is at 12 students for Stay Safe at Home and 11 students for Babysitting.

Saiko inquired with Tara whether there was any outstanding expense associated with the CAO and the Bonhomme skate during Carnival. Tara confirmed that there was not. The CAO is paid for by a shared federal grant with Cedardale, and the Bonhomme skate through Tara's district resources.

7. SEUSSICAL-Lisa B

Lisa B. explained that there was a \$11,300 shortfall between this year's wish list of expenses and the regular fundraising events throughout the year. A large fundraiser was needed to cover this shortfall. In other years, Pj has held galas to raise extra funds, but this year PAC decided to help produce the musical, as it was child-centred and had the potential of fundraising through the ticket sales. So far, 91 of 475 matinee tickets and 265 of 475 evening tickets have been sold, meaning the production is currently an expense rather than fundraiser. There is a week to go and a large potential to sell tickets, so Lisa B. is encouraging everyone to put the word out and invite their friends!

Lisa B. went on to explain that there is some confusion among primary families about whether the children are seeing the dress rehearsal or matinee show. Tara clarified that the primaries will be seeing a rough rehearsal in the morning during schooltime and not the matinee. If parents wish to take their child to the matinee, they are more than welcome to purchase tickets and they just need to come and sign their child out beforehand. Tara plans on sending communication out to the primary families to clarify this.

Chelsea D. asked what the plan was should attendees show up wishing to buy tickets at the door. It was suggested that they could still purchase ticket through eventbrite at that time if needed.

A discussion continued around some of the challenges of attending the show, such as showtimes and ticket prices. It was noted that showtimes and days were subject to constraints such as availability of venue, as well as, other logistical issues. It was agreed that there would a debrief on the event afterwards, to glean any lessons for future productions.

8. UPCOMING EVENTS-Lisa B./Chelsea D.

Lisa B. and Chelsea D. highlighted the upcoming events:

SEUSSICAL

Discussed above.

BABYSITTING AND STAY SAFE COURSE

Charlotte B. is organizing this for May 17th Professional Day. She explained that both courses need a minimum of 12 students to register in order to be offered and the Babysitting course is still short one person. Some interested parents at the meeting filled the seat, so the courses are both confirmed to run. Chelsea D. agreed to sign attendees in on the day of, and Tara will brief the attendees on expected behaviour.

PJ BBQ

This is the 3rd year PJ has run the year end family BBQ in the present format. It will be held June 14, 3-5 pm at the school. We will be serving beef and veggie burgers, as well as, smokies this year to hopefully help with food lineups. Tickets will be given ahead of time, to also relieve lineups. Current ideas for activities include: snack tent, cake walk and other fun games, Sentinel band, raffle to win a bike through a corporate donation, and a count the candy in the candy jar contest

Tara suggested that we display the candy jar and bike in the school the week before to help promote the event and get the kids buzzing. More hands will be needed to plan and organize food, and run the event on the day of.

SPORTS DAY

Sport Day is held on June 21st and the event still needs a lead. Lisa B. explained that the event involves ordering and distributing a slice of pizza per child from Fresh Slice, organizing about 220 pieces of fruit and volunteers to hand out freezies at recess. Feresheteh N agreed to lead the event. Thanks you!

MOVIE NIGHT

Movie Night will be changing its format going forward, due to past behavior issues and mess. It's important to keep the event inline with school values. This will now be a stricter drop-off only event with parent volunteers as supervisors. There will be some concession items offered and the ticket will include a bag of popcorn. It was agreed that there needs to be more communication with parents about the changes prior to the event.

STAFF LUNCH

Steph L. confirmed that the staff lunch is set to go, and thanked the parent community for the volunteers and donations.

Tara thanked Steph for organizing and along with PAC Chairs acknowledged the amount of work she has been contributing to all the varied events.

9. VOLUNTEER CALL-Lisa R.

Upcoming events' needs are covered above. There are still some spaces needed on the PAC Executive for next year:

- Class Parent Liaison
- Co-Secretary
- D-PAC Representative

Chelsea D. and Lisa B. are happy to give any information about these roles.

10. NEW BUSINESS-Lisa B.

Lisa B. asked the group whether there was any new business. None was raised.

11. QUESTIONS/ COMMENTS -Lisa B.

Dina asked whether we needed a gaming license for the raffle at the BBQ, and it was confirmed that we do.

Tara suggested that next year we should sell spirit wear at curriculum night as there will be lots of new parents with the addition of LFI division.

12. ADJOURNMENT- Chelsea D.

Meeting closed at 10:05 am, and followed by guest speaker.

13. GUEST SPEAKER - Mme. Candice Charlton - School Counsellor

PJ's counsellor, Candice Charlton gave a very informative talk on her role as school counsellor and of self-regulation and co-regulation. She shared some great resources, including a handout on strategies to use at home with your kids for the 'Domains of Self-Regulation', and blog <https://www.sharonselby.com>