

Glenwood Elementary School PAC Meeting Minutes September 16, 2016, 9:05 A.M. – Room 2

Present:

Bev Kitasaka (Outgoing Treasurer), Briana Fraser (Vice-Chair), Gwen Simcoe (Incoming Treasurer), Har Sall, Kyndrie Malmquist (Chair), Laura Iwan, Mayuri Soni, Tasha Murray (Secretary), Yuki Omoto-Chow.

Regrets:

Lori McNary (Vice-Principal), Lori Magri (Principal)

Meeting Chair: Kyndrie Malmquist

Note-taker: Tasha Murray

I. Welcome

Meeting was called to order at 9:05 A.M.

Motion to accept agenda as presented (Briana/Yuki; motion approved).

II. Approve Minutes/Agenda

Motion to approve minutes from May 27, 2016 PAC meeting (Laura/Yuki; motion approved).

III. Reports

a) *Vice Principal's Report – Ms. McNary*

In Ms. McNary's absence, report was presented by Kyndrie.

School organization

Currently we have 95 students registered in 5 divisions:

Grade K/1	Ms. Amiri
Grade 2/3	Ms. West & Ms. James
Grade 4	Ms. Pook
Grade 5/6	Ms. Veitch
Grade6/7	Mr. Grant

Mrs. James – Fridays, music & band Tuesday and Wednesday afternoons
Ms. Nerpio – Library Tuesdays and Fridays
Ms. Heal – counselor on Tuesdays
Ms. McNary – Vice Principal, ELL and Learning Support

We are in the process of filling the remaining of our Learning Support staffing allocation.

Professional Development Days 2016-2017

- Sept 23: Teachers will analyze the results of our school wide numeracy assessment and look at resources and programming to meet the needs of the students; they may also spend part of the day analyzing parts of the new curriculum.
- Sept 30 (District-wide Ministry curriculum development implementation day)
- Oct 21 (Provincial)
- Nov 25 (District)
- Feb 17 (District)
- April 24 (District)
- May 19

Opening Week

Students were placed in multi-age family groups for the first week of school. The groups visited each classroom during the day for a lesson. In this way each child got to know every teacher and every teacher became familiar with each child in the school.

Lessons focused on being and doing your personal best. Kindness, being friendly and inclusive, safety, perseverance, nutrition and healthy living were highlighted as well as contributing positively to the classroom, school and community. Students were taught who to go to for help and strategies for recognizing and managing their emotions. The week ended with a community clean up. Staff felt that the first week activities built inclusion and school community.

Parent Involvement

Parent involvement in the school is welcomed. Parents can support the school in a number of ways from volunteering to listening to children read to helping with special lunches or activities at the school. Parents may become involved through the PAC or by speaking with the classroom teacher or Ms. McNary. We welcome parent input and/or questions. Communication is key in every community and we encourage parents to approach the office for the correct information should there be any questions or concerns.

Sports

Cross country has started and a big thank-you to Mrs. Veitch for volunteering to coach the team. We welcome parent volunteer drivers to transport our students to the meets.

The New Adventure Playground

The district grounds crew has been busy constructing our new adventure playground. The equipment has been assembled, the concrete poured and the soft fill is going in. The playground will be open to students soon [*playground opened the week of September 19*]. The students have watched the construction process and their excitement is growing as the project reaches completion. Thank you to everyone who contributed to our new playground and the big thank you to the Playground Committee. You have created a beautiful play area and made many children very happy!

Upcoming Events

- Thursday, September 22: There will be an early dismissal at 2PM this day for Intake Conferences. This is an opportunity for parents to share information about their child, how they learn, their likes and dislikes. The teacher can share how your child has settled into the class and the new school year but will not have “in depth” knowledge of how your child is progressing so early in the school year.
- September 29, Terry Fox Run: Once again the school will be collecting donations for the Terry Fox Fund.
- October 20 at 10:20 AM, provincial earthquake drill: We have many drills throughout the school year so that both students and teacher know how to act in an emergency or unexpected situation. We have regular fire drills, lockdown or hold and secure drills, as well as an earthquake drill. Glenwood is participating in the annual provincial earthquake drill on October 20. We will practice the ‘drop, cover and hold’ followed by an evacuation. If there are any questions or concerns regarding student safety, please contact Ms. McNary.
- October 18: boys and girls volleyball begins for students in grades 6 & 7
- October 31 at 1PM: **Hallowe’en Assembly**; parents are welcome to attend
- November 10 at 2PM: **Remembrance Day Assembly**; parents are welcome to attend

Please refer to the school newsletter and calendar for event. There is an online calendar as well as one sent each month as part of the school newsletter.

b) Treasurer’s Report – Beverly/Gwen

The Treasurer’s reports were reviewed for the months of May to August. At August 31, 2016 (fiscal year-end), the account balances were:

- General Account: balance of \$34,416.30 (\$24,174.51 earmarked for playground)
- Gaming Account: balance of \$2,940.34 (\$1,819.00 earmarked for playground)

There was discussion on what the fundraising efforts should focus on. The School District advises against fundraising for no purpose. There is a contingency built into the budget every year in the event that emergency funds are needed and we also usually meet or exceed our fundraising goal every year.

A motion was made to approve financial statements as presented (Briana/Laura; motion approved).

Thanks to Bev for all of her work on the Treasurer portfolio the last many years!

c) *Vice Chair – Briana*

We have secured chairs for all PAC Committees. Most committees still need to be filled with members, but this will happen as the year progresses and closer to when the events take place. School ground recycling is being taken over by the school so there is no longer a need for a PAC recycling committee to pick up bottles from the school. Lee's Bottle Depot continues to accept bottles as a fundraiser for Glenwood and household bottles can be dropped at the Glenwood bin at the store at 7385 Buller Ave.

With the loss of the Beck family at Glenwood (former pancake breakfast coordinators and owners of a large cooking griddle), the Executive will discuss logistics to support the new pancake breakfast committee chairs. Antonia Beck will share her coordination documents.

d) *Chair/Fundraising Report – Kyndrie*

Ongoing fundraising will continue as in previous years:

- Lees Bottle Depot will continue to accept household bottles on behalf of Glenwood
- Cookies and pies (aim for end of November for items to arrive)
- Cobs Bread proceeds
- Boston Pizza proceeds
- Fun lunch: pizza, sushi and Subway offerings as last year; will start in October

A pub night/silent auction will be organized in November at the Great Bear Pub. Date TBD, but likely a Saturday in November. PAC members will begin soliciting for silent auction items. Any new items are gratefully accepted. Tasha will be in charge of the donations spreadsheet. Yuki agreed to create the catalogue of donation items.

A Grade 7 Fundraising Committee has been struck and they have a number of ideas for fundraising towards a Grade 7 year-end activity.

IV. New Business

a) *Volunteer Sign Ups*

Addressed above.

b) *Any events/updates to share?*

Nothing reported.

c) *Playground Update*

Playground will be ready to use sometime next week. The final task for the Playground Committee is to host an opening event in early October for the community to gather and celebrate the completion of the playground project. *[Date has been confirmed for Friday, October 7 at 2:30PM.]*

Event ideas:

- Refreshments (coffee, cake)
- Invite donors/sponsors
- Recognizing people and donors
- Ribbon cutting
- Media (Ms. McNary will contact the PR person at the Board office to contact the media)
- A photo opportunity

Yuki has been working on an updated donor plaque which will replace the existing one, mounted on the wall in the school beside the office door.

d) Audio-Cine License

The cost of the license to be able to show movies for movie nights is \$400. The PAC agreed to go ahead with this purchase. Movie nights aren't major fundraisers, but rather are important, popular events for the school community. Kyndrie will approach the Clinton PAC to see if they would like to share the cost. *[Clinton would like to share a license.]* Kyndrie will talk to Ms. McNary about dates. *[Date confirmed for Friday, October 28, 2016 for single movie feature TBD.]*

Brian will make popcorn for this event and Mayuri Soni offered to make samosas.

V. Roundtable

Yuki has agreed to coordinate the seasonal crafts committee and is considering different ideas from the centerpiece done in previous year. She is open to suggestions. The budget for this event is \$150.

Meeting adjourned: 10:19 A.M.

Upcoming PAC dates are as follows:

- Oct 14 PAC meeting (*note that this is a new date*)
- Oct 28 movie night
- November 18 PAC meeting
- January 20 PAC meeting
- February 24 PAC meeting
- April 7 PAC meeting
- May 26 PAC Annual General Meeting

PAC Contact Info: Glenwood.PAC@sd41.bc.ca or leave a message in the office.