

Glenwood Elementary School PAC Meeting Minutes

January 27, 2017, 9:05 A.M. – Room 2

Present:

Abby Wadley, Bev Kitasaka, Briana Fraser (Vice-Chair), Gwen Simcoe (Treasurer), Kate Bostick, Kyndrie Malmquist (Chair), Laura Iwan, Reg LaPlante (Vice-Principal), Tasha Murray (Secretary).

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 (Laura/Bev; motion approved).

II. Approve Minutes/Agenda

Motion to approve minutes from November 18, 2016 PAC meeting (Briana/Gwen; motion approved).

III. Reports

a) *Vice Principal's Report – Mr. LaPlante*

January Review

Mr. LaPlante would like to thank Glenwood parents and the entire school community for being so welcoming during his first month at Glenwood! January was a very busy month with 3 great school wide events: table tennis, Literacy Week, and Tony Hardie's Mobile Museum. We would like to thank our parent readers for their contributions to our classrooms during Literacy Week! We would also like to thank parent coach Stacey Milne and teacher sponsor Christina Pook who are working with our boys' basketball team as well as a group of girls working hard on developing their basketball skills.

Building Update

We have had a lot of activity from a building perspective with district staff working on new doors that allow easier wheelchair access and heightened security, repairing broken exterior pipes, dealing with heating issues, and of course keeping our school community safe with extra efforts during icy winter conditions. Mr. LaPlante was impressed by, and grateful for, district staff's quick attention to these matters.

Looking Ahead to February:

As part of the Provincial Priorities Measures Funding, Glenwood has received an additional 2 days of staffing for the rest of this school year. We welcome Judy Tai starting on Feb. 6th. Ms. Tai will be a helping teacher focussed on additional support in our upper intermediate classrooms.

We have had 5 new students enrol at Glenwood since the beginning of the year (bringing the total number of students to 99), all of whom are ELL students. A new ELL schedule that is a mix of in-class support and small group pull-out will be starting in February to accommodate our changing numbers.

One other staffing change is that Ms. James has graciously allowed Mr. LaPlante to include Glenwood's band as part of his teaching schedule. This was a joint decision and allows Ms. James to add further classroom support to Div. 4.

Mrs. Veitch's last day before her maternity leave will be Feb 16. The hiring process for a replacement until June is underway.

Funding Updates:

We have received our 3 new document cameras and 10 iPad minis plus iPad cart. The four iPad minis purchased by the PAC should be arriving next week. Staff has had one session with our district tech support teacher to work with the iPads and have 3 more "lunch and learn" sessions scheduled in the coming month.

Mr. LaPlante spoke about the importance of students having appropriate clothing for the weather. Unless it is pouring outside, we expect students to be outside for recess and lunch – they need the fresh air and exercise!

Important upcoming school dates:

Jan. 30 - Feb. 6 – FSA's for Gr 4 and 7

Feb. 1 – Div. 2 to Fraser River Discovery Centre

Feb. 2 – Div. 3 to Fraser River Discovery Centre; Div. 1&2 to Science Fair at Burnaby South

Feb. 9 – Div. 5 have Planetarium visit in the Gym

Feb. 17 – District Professional Development Day

Feb. 21 – Gr. 4-7 at final Young People's Concert

Feb. 22 – Band at Byrne Creek Secondary for Pizza Night

Feb. 23 – Div. 4 to Aquarium

Feb. 28 – Student Led Conferences and Book Fair (early dismissal this day)

March 10 – 2nd term Reports go home with students

March 11 - 26 – Spring Break!

Parents are pleased with the updated website and access to information there. There is support for the website and listserv to be the main forms of communication, rather than paper newsletters, when possible.

Staff are working on a plan for next year. Mr. LaPlante noted that there a few different options for learning models, but one that is being used increasingly in the Burnaby School District that is being introduced at Glenwood is *Spirals of Inquiry*. Please contact Mr. LaPlante for more information.

There was discussion on the province's public engagement campaign to get parent feedback on report cards and all types of progress reporting from kindergarten to Grade 9. [Parents can still provide online input before Feb. 28, 2017 at <http://engage.gov.bc.ca/yourkidsprogress>.]

Mr. LaPlante is open to discussion and feedback from families – please contact him if you have any questions or concerns.

b) Treasurer's Report –Gwen

The following reports were presented:

- Treasurer's Report November 2016
- Treasurer's Report December 2016
- Income Statement Dec 31 2016
- Fundraising Report 2016-2017

Pub night proceeds were deposited in November as well as Cookies and Pie orders, QSP subscriptions and Lee's Bottle Depot proceeds. In December, the PAC operating grant came in (as budgeted). The Christmas market proceeds (\$366.95) were fully donated to the food bank.

At the end of December, the account balances were: general account \$17,704.24; gaming account \$3,032.00. The PAC is just short of the fundraising goal for the entire year, \$5000. Total fundraising is predicted to be at \$7000 by the end of the year, taking into account all the remaining activities.

The PAC has paid its portion of an audio-cine license required to show movies at movie night (see below for details of a March movie night, with one more additional movie night expected this school year).

The following items were approved via vote:

- Life-saving first aid course – usually held every 2 years for Division 1 (grades 6 & 7); we have budget, if the school wants to organize through St. John's Ambulance
- \$456 was spent on the pancake breakfast; this expense was previously a donation, and will need to be a budgeted item from now on (cost is anticipated to be less in future years as griddles and other one-time purchases were made in 2016). The food costs were in the range of \$200-\$300.
- Seasonal crafts were a little over budget at \$191.33 (budget overage approved)
- Staff wish list – was previously approved at \$1500 for iPads; approval given to pay for document cameras (\$830.90)
- A parent education night was not budgeted, but there is interest to organize; approval to add parent education night budgeted at \$500
- Approval to use additional gaming funds to do a secondary field trip for Ms. Pook's class

- \$2242 is left earmarked for the playground after thank-you cards and final costs; approval to order an additional bench and to allocate any remaining playground funds into general funds

ACTION **Laura agreed to get a quote for an additional bench from the playground supplier.**

c) Vice Chair – Briana

Lots of event in December were a success. Documentation was kept from the pancake breakfast for the next coordinator (which the PAC is still recruiting for 2017). Yuki has proposed a Cobs Bread hot cross buns fundraiser in March; details to come.

d) Chair/Fundraising Report – Kyndrie

We're doing well with fundraising, with a few initiatives planned during the remainder of the year. A movie night will be held on March 3, with the usual foods offered at the concession. If you have suggestions for G-rated movies to show, please contact the PAC. [Update: Trolls movie has been chosen.]

e) Playground Update (Laura)

The playground is a great addition to the school grounds. A final playground expense was submitted last week with no other expenses expected with the exception of the purchase of an additional bench (detailed above).

f) Grade 7 Farewell Activity Update (Laura on behalf of the Committee)

The Committee has agreed that the special activity will be a one-day event, and will take place towards the end of the school year. The activity will be chosen by Mr. Grant and the Grade 7 students, and is not yet finalized, although they have discussed a number of options (rafting, Grouse Mountain, Cultus Lake Waterpark, and Richmond Watermania).

As posted in the January newsletter, the Christmas concert bake sale was a great success raising \$525.10! A Hot Dog Day happened on January 27, with a positive response from the school community. There may be another Krispy Kreme fundraiser planned this year.

IV. New Business

a) EPP

The EPP team has recently added additional supplies to the kiosk. The team was requested to remove all EPP supplies from the gym kitchen into the kiosk.

ACTION Kate will move EPP stuff to keep from kitchen to kiosk by May. The PAC wishes to clean and clear out old, unused items from the kitchen before the end of the school year.

b) *PAC Facebook page*

Communication with parents is always a challenge and it was suggested a simple Facebook group might be a good way to connect with parents, send reminders, etc.

ACTION Abby offered to create a Facebook group, with administrative access given to a few parents, including PAC Executives. [*Update: closed group created called – Glenwood Elementary School PAC – at:*
<https://www.facebook.com/groups/248689128918928/?fref=nf>]

c) *Movie Night*

Discussed above.

d) *Donation Bin Fundraiser*

Organization called *PossAbilities*, a non-profit organization, provides bins and collection services for used items as a fundraiser, offering \$2/bag. They will accept all kinds of items. The PAC will consider a pickup next school year, perhaps combined with an event (where people can drop-off their items when they will be at the school already).

Meeting adjourned at 10:25 A.M.

Upcoming PAC dates are as follows:

- February 23 evening PAC meeting 7PM; childminding available
- March 3 movie night
- April 7 PAC meeting, 9:05AM
- May 26 PAC Annual General Meeting, 9:05AM

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