

**Glenwood Elementary School PAC Meeting Minutes**  
**October 18, 2017, 7:00 P.M. – Room 2**

**Present:** Abby Wadley (Co-Chair), Ariel Boulet, Briana Fraser (Co-Chair), Gwen Simcoe (Co-Treasurer), Jyothi Mavila (Co-Secretary), Laurie Lemanski (Co-Secretary), Marion Gennaro (Co-Treasurer and DPAC Representative), Reg LaPlante (Vice-Principal), Sylvia Baban (DPAC Representative), Tasha Murray (Vice Chair).

**Meeting Chair:** Abby Wadley

**Note-taker:** Laurie Lemanski, Co-Secretary

**I. Welcome**

Meeting was called to order at 7:05 PM.

**II. Approve Minutes/Agenda**

The agenda as presented was approved.  
Minutes from September 15, 2017 PAC meeting were approved.

**III. Reports**

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

Glenwood has 108 students now. A few shuffles in the first weeks. Limited space now but we are in compliance.

**September/October Review:**

Mr. LaPlante would like to thank Glenwood Parents for making time in their busy schedules to attend tonight's meeting.

We have had a good start to the school year and have the majority of our LSS and ELL programming up and running. Our new LSS teacher is just in the process of organizing IEP (Individual Education Program) meetings for our students with Ministry designations. In the past month students participated in the Terry Fox Run and raised approximately \$365 for cancer research. The school hosted Uzume Taiko for a performance followed by a full day of drumming workshops and we are just starting to begin having class fieldtrips with skating trips and visits to the pumpkin patch just around the corner.

Glenwood students participated in Cross Country Running and we have just started the Volleyball season. Thank you to all of the parents who have driven students to the various events listed. Teachers are finding that it is getting harder to find parent drivers and we really appreciate your help!

Foundation Skills Assessment (FSA's) are underway for grade 4's and 7's. The assessments are quite different from the past and will hopefully provide useful information for this school year.

MDI Grade 7 Middle Years Development Instrument will happen in mid-November. This is a UBC tool we use to measure social emotional attributes and school engagement.

West Coast Recess is going well and students seem better prepared for wet weather.

Students are pleased to have new Glenwood house team shirts – thank you to PAC for sharing this cost with the school. Glenwood house team shirts can be made available in adult sizes for parent purchase if interested - \$10 should cover costs.

Parking lot issues have been better, but we are still having some issues with parents parking in staff parking spots. Because of part time staff and visits by District staff throughout the day, we need all staff parking spots to be available particularly in the morning. Congestion has been improved by more parents parking on Buller St. and Marine Dr. and walking their children to the building – thank you!

Our Halloween Parade and Assembly will be on Tuesday October 31 at 1pm – Parents welcome! An invitation and some guidelines for costumes will be posted on the school website.

Glenwood's Winter Concert will be December 20. We will have a matinee and evening concerts sharing the music that students have been learning in their classes. Winter wreath making (seasonal craft) and holiday market will be Dec. 8.

Newsletter information will continue to be posted on the school website on an ongoing basis rather than being distributed monthly. Please check often and sign up for alerts!

Mr. LaPlante has taken over school website due to all of the technical issues. Discussion took place around how the District website displayed on a smart phones, and some work needs to be done around that at a District IT level.

#### **b) Treasurer**

Gwen briefly reviewed the attached reports. Big items for the month in terms of fundraising were the fun lunch deposit for October fun lunches, yard sale funds raised of \$601.10, and Lee's Bottle Depot cheque \$340.00.

The new playground park bench has been paid for at \$563.36, and it's in transit.

Mr. LaPlante and Gwen are to discuss at a later date the payment of the iPad invoice.

Cash Balances per Bank at September 30, 2017:

- General Account: \$12,217.91 (plus: Outstanding deposits of \$2,603.60 less: Outstanding cheques \$214.53 equals \$14,606.98 ending balance per Income Statement)
- Gaming Account: \$1,481.48 (no outstanding deposits or cheques)

#### **c) Vice Chair – Tasha Murray**

All topics covered already this evening except Parent Education nights.

The PAC is interested in hosting another free parent education night for Glenwood parents and guardians. The general topic of Internet Awareness, including education around online communication and social media safety will be the first session. Tasha is researching the availability of speakers and the cost. It was suggested that the parent education session be held on the same night as a PAC meeting (PAC Meeting is held first, with the parent education training session to take place immediately afterwards). Date to be determined.

It was noted that including older students in the education night with their parents/guardians could allow for robust, informed discussion within families.

It was also suggested to bring in speakers for students during classroom time.

#### **d) Chairs (Abby and Briana)**

##### **Fundraising:**

The garden bulbs fundraising program brought in \$350.

Activities that will take place soon:

- Frozen cookies and pies,
- QSP (magazine subscriptions),
- Movie night (Oct. 27)

Purdy's will be delayed until spring (Valentine's? Easter?).

The Grade 7 bake sale at the Christmas concert was discussed. The committee is looking for volunteers. Also noted that, traditionally, there are a few extra fun lunch opportunities that the Grade 7 families can use as fundraising opportunities. This year, there is availability to do a December 1 fun lunch. If the Grade 7s wish to do so this year, we need a few families to help coordinate. The PAC Executive will support the Grade 7 committee. (Mr. LaPlante will support the field trip.)

The PAC Executive has decided not to hold a pub night this year. In lieu a non-fundraising social activity will be arranged for later in the spring.

The TD Friends of the Environment grant hasn't been reviewed yet. One suggestion is "greening the school" which could be such activities as adding some picnic tables, or providing more outdoor seating for older kids, possibly, in the shape of an amphitheatre, which would likely require some retaining wall construction. When considering building near the current school structure, we have to maintain enough space for emergency vehicles to get through.

Mr. LaPlante will ask the grant committee if they would consider something like an amphitheatre, gazebo, and/or outdoor classroom. It's believed that a structure like this would make space safer, by helping to combat soil erosion. It was questioned whether or not the School District would allow us to build this structure. It would likely need an ERP.

It was suggested that the school may want to initiate a technology renewal plan. This plan will allow the PAC to fundraise a set amount each year to replace obsolete and broken technology, such as iPads and projectors. The \$4K budgeted by the PAC this year was a one-time amount of this size. Usually the PAC budgets are used to pay about \$1500 for staff wish list items which often has included technology in the past (projectors, dongles, document cameras, iPads, etc.)

#### **IV. New Business:**

West Coast Recess – going well from a student, parent, and teacher perspective.

Fresh Grade app. Initial impression is that users are happy with it. Fresh Grade will eventually become a tool for students to use such to sending comments home about their work, etc.

It was noted that Kindergarten parents would also like access to Fresh Grade or another communication tool.. It is felt that a communication tool is needed to notify parents of Kindergarten activities, scheduling, and requirements.

## **V. Round Table**

It was noted that Glenwood will have visiting artists and artistic programming from various disciplines as the year goes by.

Meeting adjourned. 8:16pm.

PAC Contact Info: [Glenwood.PAC@sd41.bc.ca](mailto:Glenwood.PAC@sd41.bc.ca) or leave a message in the office.