

# **Glenwood Elementary School PAC Meeting Minutes**

## **November 17, 2017, 9:05 A.M. – Room 2**

**Present:** Abby Wadley (Co-Chair), Anais Bergink, Briana Fraser (Co-Chair), Gwen Simcoe (Co-Treasurer), Jyothi Mavila (Co-Secretary), Kate Bostick, Marion Gennaro (Co-Treasurer and DPAC Representative), Reg LaPlante (Vice-Principal), Stacy Wallwork, Sylvia Baban (DPAC Representative), Tasha Murray (Vice Chair).

**Regrets:** Laurie Lemanski (Co-Secretary)

**Meeting Chair:** Abby Wadley

**Note-taker:** Jyothi Mavila

### **I. Welcome**

Meeting was called to order at 9:05 AM.

### **II. Approve Minutes/Agenda**

The agenda as presented was approved.

Minutes from October 18, 2017 PAC meeting were approved.

### **III. Reports**

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

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

Since our meeting on October 18<sup>th</sup>, Division 2 and Division 3 students participated in two class skating fieldtrips and Division 4 and Division 5 students visited the Hazelmere pumpkin patch. We have had a number of whole school events: House Team Colour Day, Drop Everything and Read, Halloween Parade and Assembly, Monthly Run, and most recently our Remembrance Day Assembly organized by Mr. Grant. Our school community was also very generous in its donations for the Rotary "Coats for Kids" program that has just finished.

Glenwood's volleyball teams are nearing the end of their season with the final play days next week. The boys will play at Burnaby Central on Tuesday, Nov 21 and the girls will travel to Cariboo Secondary on Thursday, Nov. 23.

We are looking forward to the first Young People's Concerts (YPC) The BLUES BERRIES – Blues Rocks! On Nov. 27

Our next performances will be:

Monster Theatre Company: Shakespeare's Dream, January 22<sup>nd</sup> - 26<sup>th</sup>, 2018

Shayna Jones: Folk and Wisdom Tales from Around The World, February 19<sup>th</sup> - 23<sup>rd</sup>, 2018

Foundation Skills Assessment (FSA's) are complete for grade 4's and 7's. The assessments were quite different from the past and will hopefully provide useful information for this school year. Students' first impression of the new exams was that they were quite challenging.

MDI Grade 7 Middle Years Development Instrument will happen on Friday, Nov. 17. This is a UBC tool we use to measure social emotional attributes and school engagement.

Custodial Review - changes across the district. In Glenwood's case, we will no longer have regular day custodian in the building. Maintenance services at the District level are strategizing how to meet beginning of the day needs.

Grade 7 year end event - Bus and rafting activity are booked, more information will be sent home to Grade 7 parents next week. Mr. Grant and a Chaperone (most likely Mr.LaPlante) are mandatory to go with the students.

Technology update – New projector and computer in lab are on order. Approximate cost is \$2000. Investigating sound/AV system in gym.

Dance residency – This is a weeklong activity. We are looking at a few options like Bollywood.

Glenwood's new playground bench has been installed. Thank you PAC!

We did have two cases of head lice in our school. Notice went home right away and we haven't heard of further instances at this point. This is the time of year to be checking children's hair regularly – please communicate with the school if lice are found.

Glenwood's Winter Concert will be on December 20. We will have a matinee and evening concerts sharing the music that students have been learning in their classes. This will not be a large musical theatre production as in previous years, but a concert highlighting the work students have been doing in class – still some seasonal content!

Thank you to our many parent volunteers! In the past month we have had parents working on our behalf in many areas: primary readers, drivers for sports events and fieldtrips, PAC fun lunch organizers and money counters, forgotten lunch providers, Grade 7 fundraising, fruit and veggie coordinator, and Winter wreath making and Holiday Market organizers!

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!

**b) Treasurer's Report - Gwen Simcoe**

The Treasurer's Report, Fundraising Report and Income Statement were reviewed briefly.

Cash Balances per Bank at October 31, 2017:

- General Account: \$15,831.40 (less: Outstanding cheques \$1380.45 equals \$14,450.95 ending balance per Income Statement)
- Gaming Account: \$3361.59 (no outstanding deposits or cheques)

It was noted that everyone is happy to have highlights from the Treasurer's reports instead of going through the reports in detail.

Main points from Fundraising report were:

- Movie Night Oct/17 Profit should be a little over \$100, so the first movie night will cover the audio-cine license fees.
- Lee's Bottle Depot cheques will be picked up every 2 months.
- QSP provided a cheque in October for subscriptions
- Nov/17 Fun lunches cost will be paid out in November (estimated \$750 cost for 2 lunches including consumables)
- Pub Night – Burnaby District schools can no longer endorse fundraisers where alcohol is served. This may restrict the PAC's ability to host a Pub Night. The issue will be investigated further as the need arises. Instead we can look into organizing Parents' Social event / Pot luck.
- We reviewed the fundraising targets for the year and they still seem reasonable and achievable. Although the \$500 in funds budgeted to be raised with a Pub Night will not happen, two new initiatives of the Fall Bulbs and the Yard Sale brought in \$350 and \$600 respectively and other plans in place for the year should allow us to reach and exceed our fundraising targets.

Budget Notes:

- Ms.Pook's request to fund the postage stamps – This was approved. If she exceeds her classroom consumables budget for the year of \$100, then the extra for the postage can come from the contingency funds.
- Technology update - The school paid for the iPads at the end of June 2017 and so although we budgeted to pay the school \$4K for iPads in 2017/18, the funds have already been spent as part of the school's prior year budget. However, the PAC wanted to acknowledge that we budgeted these funds for the school's technology purchases and given the school has used their funds for the iPads, we agreed that we could use the \$4K iPad technology budget toward other school

technology needs (such as the projector in the computer lab, and to potentially share costs of a new AV system for the gym) up to the budgeted amount.

**c) Vice Chair (Committee Update) - Tasha Murray**

Thanks to Ariel Boulet who has taken on the role of Chair of the Grade 7 Committee. Tasha gave an update on her behalf on the status of “Grade 7 Year-end Activity Committee – Fund raising activities”, which includes:

- An extra Fun Lunch in December
- Big bake sale in conjunction with Winter concert
- Other possibilities in discussion are : Crispy cream donut sale, Popsicle sales in the spring

Seasonal Crafts and Holiday Market will be held on December 8, 2017. We will accept \$1 donation/item (up to a maximum \$5 donation per student, no matter how many gifts are selected by a student). It was noted that high dollar bills like \$20 should not be sent with the kids. All proceeds from Holiday Market will be donated to the Greater Vancouver Food Bank. Set up for the event will be done on Dec 7 from 3:00 – 4:00 PM and on Dec 8 from 8:00 – 9:00 AM. Volunteers are needed for set-up, clean-up, and to help out during the activities. Notice with more details will be sent home with the students.

**d) Chair – Abby**

- Changing the photographer – Mr. LaPlante will check if there are any contracts signed for next year? If there are no contracts, we can look into the new options that provide a percentage of proceeds to the PAC.
- Making Donations as a fundraising option was discussed – More information will be provided to the parents in the beginning of next year; Tax receipts can be issued for amounts greater than \$20.
- January Movie night will be held on January 26, 2018.

January 2018 PAC meeting:

- This will be held on January 22, 2018 from 7 PM to 8 PM.

**IV. Roundtable**

No comments.

Meeting adjourned: 10:20 A.M.

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