

Port Guichon PAC Minutes
October 2, 2014

In Attendance:

Chair: Keziah McCrystal-Rothlin

Treasurer: Tracey Lundell

Acting Recording Secretary: Karen Sabourin

Parents in Attendance: Julie Botkin-Cheralley, Alan Evans, Pia Evans, Carmen Joost, Tia Litz, Lesley Millward, Tim Nickel, Christine Sutherland, Rosemary Marra-Tattrie, Kari Zantolas

Treasurer's Report:

(Please refer to the 2013/2014 PAC working Budget attached)

- Update regarding gaming grant: Tracey should be finding out awarded amount any day now
 - Last year's amount was approx. \$3700
 - This money must be spent within 12 months thus it is always depleted first
 - This money must be spent on activities and items directly affecting kids

Budget notes:

- Curricular Enhancements:
 - Majority of amounts have been maintained
 - Physical education amount increased by \$1000. Past years activities including Zumba, hip hop, yoga were mentioned.
 - Concern was raised that more money thus more time may interfere with other curriculum due to late start from labour dispute as time is not necessarily spent during "gym block". Generally time spent during these activities is with a dedicated hired teacher.
 - It was raised that although yes there are concerns for other curriculum requirements, fine arts are very crucial for the children's learning and growth.
 - Suggestion was raised to possibly hold these activities after hours but it was noted that trying to accommodate large numbers of children with varying schedules would most likely be an issue.
 - These concerns will be added to the discussion regarding extra these proposed P.E. activities and they will assess how much time is available allowing time for a complete curriculum
 - Library funds lowered to \$3000 budget plus \$1000 carried forward from last year. This \$1000 was already allocated last year but order was put on hold due to labour dispute and thus could not be received.
 - Library book budget is allocated to United Library books as they have a far greater selection of books and higher quality thus they last longer. Scholastic books are generally accessed only through book fair proceeds.
- School Equipment
 - Teachers' wish list – it was proposed to remove this amount and classroom funds was instead increased. Many years this amount is not used/accessed due to wish list falling under other funds such as technology.
 - Swing set for Playground: \$1500 was voted and approved last year to install a new swing set – this amount was noted separately as it was previously discussed to install this sooner.
 - Need to have a playground meeting and meet with school district personnel. Need to meet sooner rather than later to find out more.
 - It was suggested to make sure the proposed meeting date involves John Vantol, Manager Maintenance Services, for school district. He has offered to come out and offer district prospective. (see latter notes for more discussion)
 - Playground enhancement fund: This is the proposed amount to start us off on our way to our goal for a new playground.
 - Goal funds to be raised: \$80,000-\$100,000 to install a new playground
 - Grants will contribute to this goal amount
 - Technology improvements: for many years we have placed a large amount of funding into this area. It was proposed to reduce the amount for this year to allow for focus on other areas, such as the playground enhancement. \$500 would be kept in for incidentals such as apps etc. for iPads purchased last year.
- Trips & School supplies
 - Travel Bursaries: kept the same. This is for parents who cannot pay for field trips etc.
 - Field trips: Proposed to be raised to \$26 per student
 - There are 186 students this year

- Classroom supplies: Proposed to be raised to \$250 per classroom/year
 - 9 divisions plus learning assistance original proposal
 - There was a discussion as to how many classrooms should be included. In past years upon implementation of the Orca pod, the learning assistance room was left out. It was requested that we include Orca pod, learning assistance and now this year again, the resource room should be added into the calculation
 - Total classrooms = 11. 9 divisions: K-7, resource room, orca pod and learning assistance

What is the Orca Pod?

The Orca Pod is used as a transitioning room during the morning, between classes and at the end of the day. Mrs. Tilsley helps students in need prepare for the day and the classes. This makes the students day much easier and thus they are able to cope much better. At the end of the day, they are also helped to make sure they have all they need for homework in the evening. This is not just a room for special needs or learning assistance. It has been noted that most children in this school have accessed this room since its start and most students have found their own requirements for it.

It was suggested to invite Mrs. Tilsley to attend a meeting and talk about the Orca Pod as she is very passionate about it. It would help many new and old parents understand its importance.

Student Celebrations

- Dry grad: Left the same. We weren't approached last year. Most probably due to labour dispute.
- Grade 7 grad fund: Kept the same at \$10 per student.
 - There was much discussion regarding the amount that was noted as being spent during last year on the budget sheet as it was much over the budgeted amount.
 - All receipts and documentation will be brought to the next meeting as it was quite misleading and will account for the majority of the overage.
 - It was noted that certain decorations were bought that were being allotted to the upcoming grad years.
 - Discussion of shown overage as follows:
 - Q Why does it show an overage spent on the Grade 7 grad?
 - A Grade 7 grad funds were raised at the PAC fall market night held November 2013. These funds were raised at a bake sale table rented by the grade 7 grad committee. The funds raised were deposited by the treasurer of the PAC as it was discussed that the grade 7 grad committee had no secure way of holding the money. Money was also transferred from the Kids wish list money. Specifically money that was brought in from the White Elephant sale a few years ago and never spent on the kids. It was noted again, that this event was put on by a number of the grade 7 (2014) parents and their children did not get to reap anything from this. Thus the reason for transfer of funds that was not originally in the budgeted amount of that particular line item.
 - Q Should it be allowed that the Grade 7 grad committee raise funds this way?
 - A As discussed during a prior meeting, there have been issues in past years with money being raised solely from other classrooms students and parents. This issue was specifically during school hours or directly after school. In this instance, this was not the case as the majority of the funds raised were not actually sold to members of the school.
 - Q Why was the table rental was not approved by PAC?
 - A The table was rented in the same way that other vendors did thus it did not seem necessary for approval.
 - Q Is this going to be OK for future years also?
 - A Yes, at the discretion of that years' grade 7 grad committee, they can organize to rent a table for selling baking or any other artisan type products that they think would be suitable.
 - Spirit wear: Grade 7 hoodies already on order. As last year, the PAC is funding the grade 7 hoodies and intends to continue this indefinitely as long as budget allows.
 - It is nice give the kids a pat on the back at the end of their years at Port Guichon.
- PAC administration.
 - Most items have been kept the same.
 - Halloween security guard rental: It was noted that the proposed amount should be reverted back to last years budgeted amount of \$150 for two guards. Last year only ½ the amount was used due to the fact that one guard was sent home as he was unable to perform his duties and only paid for one guard. It was noted that 2 guards are definitely required due to the positioning and limited visibility of our school.
 - It was discussed that city workers have been assigned to go around and patrol certain schools.
 - It was noted that this could not be relied on as an automatic thing

- Suggestion was raised to phone and give them the heads up to drive by the school and make sure all is OK.
- It was noted that the RCMP liaison officer should also be notified
- Extra expense not previously on budget from last year but required: Cheque order fund.
- Unexpected opportunities: the funds in this section are for any unexpected items that may come up during the year after the budget has been approved. If found to be acceptable, it is voted on and then approved for purchase. This amount was not touched last year.

See proposed budget attached for full details and amounts.

PAC will be holding another meeting in October to vote on the proposed budget.

- It was noted that the wiring for the PAC freezer that was approved last year has been completed so the freezer can be purchased and installed.
- Further discussions re: playground fund/swing set
 - It was noted that the swings are going to be higher than the amount that was voted and approved – as it was approved last year it was divided from the playground enhancement fund. ** SEE JUNE MINUTES FOR MORE DETAILS REGARDING REALLOCATION OF LAST YEARS CLASSROOM EDUCATION FUNDS.
 - Discussion revolved around the costs of purchasing the swing set, cost of ground prep vs. the cost of including it in the whole playground installment.
 - It was noted that this would be a very long lead time if the latter was the case.
 - It was suggested to merge the amounts back to one line item rather than separate but earmark it a certain amount for possible early spending
- It was brought up that the K/1 teacher was looking for donations for extra play activity items. It was clarified that each division is allocated a certain amount to help with their classrooms as they see fit and unfortunately we cannot fund individual requests.
- It was raised that as a part of the teachers' contract settlement there were awards of supplementary funds for additional resources and this to could go towards this area. Mr. D suggested the teacher discuss any needs with him.

Election:

- Kate Armstrong was nominated in June for vice chair. Second call for nominations for vice chair. No further nominations.

Moved. Seconded. Carried

Kate Armstrong elected to position of vice chair by acclamation.

- Position of recording secretary open for first call for nomination. Karen Sabourin nominated. Nomination seconded. Nomination accepted

Notice of Motion:

- As per PAC constitution, a notice of motion was given at the June meeting
 - An official letter went out with the last minutes and is available on the website
 - Mainly housekeeping changes
 - See attachment.
 - Reasoning for the Member at Large positions to be added:
 - expands the quorum
 - Provides executive positions outside of officers
 - Persons stepping into the Member at Large roles are able to shadow executive positions if you are interested in being more involved.

Moved, seconded, carried.

To amend PAC constitution.

As we have just added the new positions. MAL (Member at Large) first call for nominations will be held at the next meeting.

New Business:

- Proposal for pajama drive:
 - Various schools gather pajama's for kids in need. Pajama's collected in our district would go directly to Delta Assist thus it would directly affect local families.
 - This initiative started in Surrey. Last year alone brought in 4000 PJs. Even though there were so many, all of the PJs that went out last year only reached half of the kids in need!
 - It would be held at the end of November. We would like to present to staff as a PAC initiative.
 - Visit the Facebook site to see how many schools are currently involved or ask Lesley Millward for more information and how far this initiative has spread.

Moved. Second. Carried

That PG PAC propose to staff a pajama collection drive at Port Guichon Elementary November 2014 to benefit children and families in the Delta area.

- It will be presented to the staff – we will await approval.
- It was suggested to make sure that the bins are put at the front of the school and not collected in the classrooms. This will help to avoid peer judgment if certain children cannot bring in something to contribute

Committees

- Mark is more than happy to help communicate in lieu of class reps for the time being.
- Sign ups will go out through Mark to get some volunteers for various committees

Next meeting:

- Tuesday October 28th and going forward the last Tuesday of the month

Before adjourning, a very important issue was raised regarding communication.

- At meetings, everyone was asked to be courteous and to please stop talking over other people. Everyone has a right to their opinion and to be heard. Everyone should take turns speaking and not interrupt.
- It was noted that some parents feel as though they are not heard and thus do not attend. Member was thanked for their comments and will be seriously noted.

Moved to adjourn. Seconded. Carried
Meeting was adjourned

Next meeting: Tuesday, October 28th 2014