

NEILSON GROVE PARENTS ADVISORY COUNCIL MEETING
MEETING MINUTES – Monday, October 7, 2013

Meeting called to order @ 7:04 p.m. – 13 members in attendance (including Mr. Thompson)

Motion to adopt minutes of: Monday, September 9, 2013

Motion: Stephanie Pettie; Second: Michelle Osing; All in favour, carried.

Chairperson's Report (Corrine Sepke)

- PAC minutes will now be posted online (<http://ng.deltasd.bc.ca/pac/pac-meeting-minutes>) to allow everyone to be able to review the minutes ahead of each meeting. This should reduce the review time during the meeting. The agenda for upcoming meetings will also be posted online one week prior to the next meeting.
- Reviewed the purpose of the PAC: The purpose is for parents to have a forum to advise the school, to provide input and feedback for school-based decisions, and to provide parents with a greater understanding of the school. The purpose of the PAC is not to discuss individual teachers, students or issues that should be dealt with one-on-one with the teacher or administration of the school.
- When dealing with money for fundraising etc., there should be two people present at all times. Money is not to go home for any reason. The original receipt should be attached to the Expense Form that can be found in Deborah's PAC file folder at the school, and then left in the folder.
- The float in the cash box is to be \$150 and the breakdown of the bill/coin amount of the float can be found on the Deposit Form in Deborah's folder.

Treasurer's Report (Deborah Stewart)

- School received notice of approval for the gaming grant but funds have not yet been received. The amount will be the same as last year.
- Deposited the Hot Lunch and Milk orders. Entertainment book deposit upcoming.
- Current balance is \$25,843
- Expense forms should be in Deborah's folder by Wednesday to allow her to issue cheques for Thursday. Cheques will be issued once per week (Thursday AM).

Fundraiser's Report (Esme Kanda / Michelle Miller)

- Nancy Pavlich: Reported Entertainment Book Update. School received 150 books to sell and 147 have been sold. Last year, the school sold 95 books. The new lower price of \$30 seems to have been a popular improvement. There was also good feedback on the new prize levels for sales. 40% of families in the school sold at least one book. The school will receive \$12.50 per book for a total estimate of \$1837.
- Esme & Michelle: Would like to replace the usual Gift Card fundraiser with a cookie dough and magazine fundraiser through QSP. It's appears to be a simple fundraiser to run and QSP offers cumulative prize levels based on sales amounts for the kids. The QSP Rep is willing to attend an assembly to introduce the program to the kids. Last year the gift card fundraiser made \$900. QSP gives 40% profit from cookie dough and 37% profit from magazines so it is expected that a 2 week selling period will net higher profits than the gift card. Vote. All in favour.

Traffic & Safety Report (Velda Low - absent)

- Corrine: Walk to School Week is currently underway. Special thanks to Mrs. Canil and Mrs. Gelech and their students for the posters that have been made up and placed around the school advertising the week.

Emergency Preparedness Report (Ila Senez)

- Emergency Release went well (see Mr. Thompson's report for more detail).
- All of the granola bars and name tags were changed out in the classrooms prior to the drill.

DPAC Report (vacant – reported by Corinne)

- Neil Stephenson presented at last meeting. Other schools in the district are performing an Inquiry similar to the Inquiry NG undertook on anxiety in students. One element to this is that there is a possibility to bring tablets into schools where a teacher has highlighted a direct link between the results of the Inquiry and student improvements through the use of tables.
- MathStretch students are currently being tracked on a portal (First Class) that will give parents the ability to see how their child is progressing through the school system.
- A discussion was had on educating children about cyber security.
- The DPAC rep from Port Guichon approached Corinne and mentioned that the Port Guichon PAC has discussed approaching NG about meeting. There is a grant available through DPAC to support schools in bringing in speakers. It is higher if schools share and it may be possible for our two schools to partner for certain events such as bringing in speakers.
- A discussion was had about if schools (should) consider the carbon footprint of certain programs (e.g. hot lunch) when choosing the fundraising that they do.

Hot lunch/Snack Program (Danielle Palivos / Terynn Papadopoulos / Michelle Osing)

- 203 out of 211 students have had a snack and/or lunch order placed through the Munch-a-Lunch online system. Approx. 75% parents used a credit card when paying, showing that this is a popular payment option. Feedback from parents indicates that many also appreciate the reminder email. The Hot Lunch for this first half indicates a 54% profit - estimate \$2831. As per notes from the September meeting, the usual yearly cost for this service will be \$300 but the company has offered NG a free one year trial. Corinne asked what the fee for PayPal processing is. Deborah is to confirm fee amount for use.
- Note: If parents have missed the lunch order deadline, they can email one of the hot lunch team and they will open up the ordering system for them.

Milk Program (Carolyn Scott - absent)

- Corinne: 117 chocolate and 39 white milk delivered each week. Milk delivery has gone smoothly with Thrifty's so far.

Teacher's Report (Irene Funk)

- Thanks to the PAC for the funds the library receives each year.
- Author Trevor Lai is scheduled to come in soon for the intermediate students. There are plans for a different author to come in at a later date for the primary students.
- The Scholastic Book Fair will be held next week during the Parent-Teacher interviews. Note: that the Book Fair hours are slightly different than the interviews so parents are encouraged to visit the fair before their meeting(s) if possible. The Book Fair helps to support the library and pays for author visits.

Principal's Report (Bob Thompson)

- Emergency Release: 175 out of the 195 students attending on Drill Day were released in 35 minutes. Overall considered a success though some improvements that may be implemented next time include having teachers in charge of the actual release of the children as they are more familiar with the families, and teacher names will be added to the name lists (there was only a division on the list this time). Note: Although the field closure

forced the children to wait under the swings, in the event of a real emergency, the children will always be moved away from the school onto the field.

- Parent- teacher interviews are scheduled for next week. If a parent was unable to work with those assigned times, they should be able to arrange a new time with their child's teacher.
- The Terry Fox Run was very successful with \$477 made for the Cancer Foundation.
- Due to a schedule conflict at the rink, the school skate was moved to Thursday Dec 19.
- Code Yellow Drill scheduled for Tuesday October 29.
- The grass on the field is looking good and Mr. Thompson has requested that the field be reopened soon.
- The school previously participated in the Me to We program. (Me to We was founded with the purpose of promoting good works.) Through Me to We in the school, NG raised funds for a village in Sierra Leone; however, the school has decided that Me to We overall has morphed into something that no longer feels like a good fit and NG has decided to take a break from the program this year.
- NG shares the duty of hosting the Regional Track Meet with Port Guichon. The PACs from NG and PG are invited to run the concession at the next Regional Track Meet. It is suggested that NG run the concession for this upcoming track meet and PG host the next one. The next track meet will be held at Delta Secondary in May 2014.
- Two additional items from the Wish List:
 - Hip Hop instruction. Instead of intermediate students having gymnastics instruction, the school would like to bring in hip hop instruction for all students. There would be 4 hip hop sessions for each student group at a cost of \$5/student = \$1060. (The primary students will still receive gymnastics instruction this year as there is no cost to the school). Vote. All in favour.
 - Speakers for projection equipment within each classroom. 9 sets of speakers, estimate \$50 per set = \$550. Vote. All in favour.

Playground Expansion/Refurbishment (Marilyn Belsham)

- As per last meeting, Marilyn discussed setting up a task team to research the expansion and/or refurbishment of the current playground equipment. Marilyn is willing to head up this team and requested some assistance. Michelle Miller, Michelle Osing, and Stephanie Pettie offered to assist. This is expected to be a long-term multi-year project. The first step will be to meet with Mr. Thompson and discuss the space restrictions and potential possibilities.

Postponed Topic for Next Meeting (Corrine Sepke)

- Discuss if PAC meetings should remain at 7pm Mondays or have fluctuating times to allow more people to attend.

Meeting adjourned @ 8:30 p.m.

Next Meeting: Monday, November 4, 2013 @ 7:00 p.m. (NG Library)