

NEILSON GROVE PARENTS ADVISORY COUNCIL MEETING
MEETING MINUTES – September 9, 2013

Meeting called to order by Stephanie Pettie, Vice Chairperson @ 7:04 p.m.

21 members in attendance (including Mr. Thompson)

Motion to adopt minutes of: June 3, 2013

Motion: Terynn P.; Second: Patti N.; All in favour, carried.

Chair Report (reported by Nancy Pavlich – Past Chair)

- The PAC Constitution & Bylaws, as well as past PAC meeting minutes are available online from the Neilson Grove site under PAC -> PAC Meeting Minutes (<http://ng.deltasd.bc.ca/pac/pac-meeting-minutes>)
- Reminder that there is still no PAC Chair for 2013/14. Corrine Sepke stepped forward to take the Chair position. No other nominations received. Corrine acclaimed to the position of PAC Chair.
- There is still no one in position of DPAC Representative.
- NG Open House to be held on Sept 12. Terynn and Stephanie will be on hand to help out at the PAC table for the open house.
- Reviewed proposed PAC Funding for 2013/14:
 - Field trips, Cultural Performances, and Skating. Proposed budget of \$9,125.
Motion: Patty N.; Second: Stephanie P.; Approved, carried.
 - Field Trips based on \$25 per primary student and \$35 per intermediate student = \$6325.
 - Cultural Performances based on three performances for the school year = \$2350.
 - Skating amount to be confirmed – approximately \$450.
 - Gymnastics or Dance – amount to be confirmed and discussed at a future meeting.
 - Classroom Incentives and Library resources. Proposed budget of \$4,600.
Motion: Corinne S.; Second: Deborah S.; Approved, carried.
 - Classroom Incentives - Amount based on \$175 per Division. 9 Divisions + Library + Music + LST = \$2100.
 - Library Resources – same as previous years = \$2500.
 - Musical Instruments. In the 2012-2013 school year, the PAC approved 3 payments of \$1500 towards the purchase of instruments. Two payments were fulfilled in the 2012-2013 school year. The school recently received a GST rebate and was able to purchase 13 additional instruments. Originally the school was going to implement a rent-to-own program for the rest of the needed instruments, but with this recent purchase, if the PAC approves the final payment installment now, the rent-to-own program won't be needed. Approval sought for enough funds to buy final 6-8 instruments. Proposed budget of \$1,500. Vote held. All in favour, none opposed, carried.
 - Grade 5 Guitar Program. Last year, the PAC committed to funding 30 guitars and storage over two years (\$1500 + \$500 in 2012/13 and \$1500 + \$500 in 2013/14). There is a large group of Grade 5's this year which means that more guitars are needed to enable all Grade 5 students to have guitar instruction. A request was made for an additional \$700 for eight additional guitars. Vote held. All in favour, none opposed, carried.

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Treasurer's Report (reported by Corrine Sepke – past Treasurer)

- Current balance in General account = \$21,236, though \$2,883.90 is still to go to the Outdoor Education program (skiing this year). Note: The money for the outdoor education program comes from the milk program.
- We haven't received the 2013/14 Gaming grant from the government as of yet. Previous years have been around \$4,300 and last year it was deposited in late September. Note: The money from the Gaming grant comes from the Gaming Commission in the amount of \$20/child and is to be used for cultural or physical performances/outings.
- A change of signing officers needs to be arranged given the new PAC Executive.

Fundraiser's Report (reported by Nancy Pavlich)

- The parent elected as Fundraising Representative last June is no longer at the school so as announced in the school newsletter, we are looking for parents to lead the fundraising committee. If more parents don't step up to help, we can't continue our fundraising activities such as the pancake breakfast next week which contributes to funding the items that we talked about to enrich our children's education.
- Esme Kanda & Michelle Miller stepped forward to take over the Fundraising position. Congratulations and welcome!
- For the upcoming Sept. 18 Pancake Breakfast, Patti offered to help show Esme & Michelle the ropes.
- Entertainment Books – The price has gone down this year from \$46 to \$30. Books will go home this week. Students receive prizes for selling books. Payment or unsold books due Thursday, September 26th.
- The Thrifty Foods Smile Card program started on September 1st. The PAC receives 5% of the purchase when a Smile Card is used. Smile Cards can be received from Nancy or by contacting neilsongrovepac@deltasd.bc.ca. Last year, the PAC received \$304 which contributes to funding all the extras for our kids.
- Cobs Bread. Danielle/Terynn have already been dealing with Mark from Cobs on the hot lunch program so they will follow up for our cheque and ensure the program continues to raise 5% from purchases that our families make when they mention Neilson Grove Elementary at the Ladner store.
- Planned fundraising: Gift card program for Oct/Nov/Dec; Breakfast with Santa & Christmas Concert Front Row Seat draw.

Traffic & Safety Report (Velda Low)

- International Walk to School Week is the week of Oct. 7.
 - As per PAC conversation from last walk-to-school week, posters advertising the themes of the day will be made up and posted around the school. Mr. Thompson will ask staff if some of the classes would like to create these posters.
 - Classroom incentives for participation are a possibility.
- Discussed general traffic safety and the continued problem of parents double parking, as well as people speeding through the school zone. Parents may want to contact the city to request a controlled crosswalk – the more parents talk to the city about this problem, the greater the likelihood that we will be heard.

Emergency Preparedness Report (Ila Senez)

- Granola bars are going into the classrooms and Ila will be changing out the name tags from the classrooms in readiness for the upcoming Emergency Drill.
- Emergency Drill to be held Sept. 27. This will be an emergency release for all students. Students will be released to parents or emergency release contacts only (as per the Emergency Release section on Parent Connect). Note: Emergency Release contacts may be different from regular Emergency Contacts and parents should take care to fill out these two different sections on Parent Connect.
- The emergency supply of granola bars is near expiry. Ila may see if a food bank or other food donation program will be interested in this food.

DPAC Report (vacant)

- Seeking a parent for this position. Attend DPAC meetings and report back at PAC meetings.
- DPAC meeting dates: Sept. 16, Oct. 21, Nov. 18, Jan. 20, Feb. 17, April 14, and May 12.
- Please contact neilsongrovepac@deltasd.bc.ca if interested or talk to Nancy if any questions.

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

- The hot lunch committee is hoping to implement the use of MunchaLunch – an online ordering system (not a food delivery system) through an external company. MunchaLunch has offered a free trial for one year, saving the PAC \$300. The company is ready to start right away for the September through January food order – pending approval of the PAC. Parents will be able to order and pay online with a credit card or PayPal (parents can also arrange to pay by cheque by printing and handing in the order form if needed). MunchaLunch will email parents a summary of their order immediately, as well as the night before the lunch/snack day. To cover the \$300, pricing may increase slightly. Old lunch options will remain the same for the first half of this year and the Hot Lunch Team will look at increasing/changing the options going forward. A lot of discussion occurred around this idea in June and now again. Calculating and organizing food orders is an onerous task for parent volunteers. Given that the online ordering system is being offered to Neilson Grove on a free trial basis for this year, a vote was held. Vote held. All in favour, none opposed; carried.

Milk Program (Carolyn Scott / Ali Mojica / Heather Beaumont)

- Paper order forms will be sent home this week, due back Thursday, September 19.
- Carolyn is interested in using the online ordering system come January.

Teacher's Report (Joan Canil)

- Thanks for the support from the PAC for all of the school programs.

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Principal's Report (Bob Thompson)

- Sorting kids into their classes took a day longer than normal due to numbers in classes being very tight this year (relates to a drop in the district's budget and less FTE allocated to class size averages).
- 211 registered students at Neilson Grove this year.
- NG welcomes new staff this year: Ms. Gelech (5/6); Ms. Doolan (Job Share with Mrs. Reitz); Mrs. Wallingford (2/3); Ms. Andrews (Learning Support Teacher); Ms. Young (Music); Ms. Switzer (Counsellor); Ms. van Rhyn (Mainstream Support); and Ms. MacLaren-Gilbert (Education Assistant).
- Music instruction is on Tuesdays and Fridays with Ms. Young.
- Terry Fox Run to be held Sept. 26. Parents are needed to volunteer along the route.

New Business

- Marilyn Belsham mentioned that she would like to discuss setting up a task team to look at expanding/changing/improving the existing playground. She feels the current equipment is not sufficient for the size of the school and that possible changes may include re-looking at the safety of the current climbing tower.
- There was some discussion about changing PAC meetings to alternate between 9:00 morning meetings and evening meetings. It was suggested that more discussion can be held on this at a later meeting.

Meeting adjourned @ 8:47 p.m.

Next Meeting: Monday, October 7 @ 7:00 p.m. (NG Library)