

Meeting Minutes ~ November 9th, 2015

Attendance

Present: Jen Lindberg, Jenny Stephanson, Doug Roch, Max Birch, Adam Jinks

Chair: Beverly Walker

Minute Taker: Erin Cederberg

Regrets: Conrad Chevalier, Soraya Thomas, Michelle Brassens, Darrell Cavanagh, Holly Hergesheimer

Call to Order: 6:32 pm

Approval of Agenda: 6:33 pm Jenny, Max

Approval of Previous Minutes: Adam, Beverly 6:34 pm

Chair's Report: Beverly Walker

#	Item	Action by
1	<p>PAC THEME: Increase our inclusiveness on PAC.</p> <ul style="list-style-type: none"> Increase participation and openness. Trying new things, such as, sending home surveys, childcare & food offered at various types of meetings and events. Newcomers parents groups helping families access Canadian systems for 2016/2017. 	
2	<p>VOLUNTEERS:</p> <ul style="list-style-type: none"> Teaming up with community resources. Encouraging people to step forward even with 1 hour. Every little bit makes a difference! Trying to increase attendance at PAC meetings – Selkirk adults are welcome to come and sit and listen! 	

Special Presentation: Katelyn McDougall

#	Item	Action by
1	Katelyn works with HASTE, small consulting firm facilitating active transportation to school. HASTE is in it's 7 th year and is all across BC and also national. There are 4 new schools this year including us.	
2	<p>The process is:</p> <ul style="list-style-type: none"> Work with parents and the school to garner ideas and develop a plan. Data collection (part 1): hands up survey in classroom; take home survey to families; one month later- a school walk-about with PAC and community stakeholders. Draft action plan is put forward with recommendations in the early spring. Partners are brought on board after this (BEST, BC Cycling) for events and fun promos. HASTE then uses the action plan to lobby the VSB and the City of Vancouver to make necessary infrastructure changes. 2 years later a follow-up process occurs. 	
3	<p>ACTION ITEMS:</p> <ul style="list-style-type: none"> Surveys out before the end of November 	Jen, Beverly, Max

	<ul style="list-style-type: none"> • Walk-about in December • Prepare families through the newsletter, facebook, website & signs around the school (documents coming from Katelyn) 	
4	<p>Max is identifying places to park in the area for families that do need to drive due to distance (or other reasons). Maybe Rona.</p> <p>Katelyn also identifying safety concerns and working on improvements. Anyone is welcome to contact Katelyn with areas of concern (we are welcome to send out Katelyn's contact info)</p> <p>ITEMS TO CONSIDER:</p>	
5	<ul style="list-style-type: none"> • Translating some of the documentation to go out to our families. • Small celebrations along the way to mark stages of the process • Keeping families informed on what is going on 	

School Report: Doug Roch

#	Item	Action by
1	<p>SCHOOL UPDATE:</p> <ul style="list-style-type: none"> • 2 Canucks hockey players came • Green Thumb Theatre is coming for grade 2-7 next week • New registration policy is in place. Grade 1 registration now happens in November as well as kindergarden. • The District believes we will be a "FULL" school next year. We are looking at 735 kids next year. Draw system for those spaces for in area catchment kids. • Supervision aid request: last year we were denied. PAC to construct a letter (Admin not involved) to be sent to the District indicating our strong need for an additional supervision aid. We are using Peer Helpers outside, but do need more adult presence. P;; 	
2	<p>TEACHER'S WISH LIST: (Complete list at end of minutes)</p> <ul style="list-style-type: none"> • Summary list: Staff ranked the list 1-11. • #1: Year 2 computer renewal technology. Need a commitment of money to move the planning forward. Looking at purchasing more technology carts, tablets, etc. • Hip Hop Dance program for the whole school. • Aboriginal Drumming program for the school. Our new Aboriginal Education Enhancement Worker, Joyce Perreault has links to groups who can provide this. • Elphinstone (Grade 5 Camp) does not need to be on the Wish List as it is a line item in the PAC budget. • The \$3000 for the outdoor classroom is a residual request from last year – it's already approved and can be moved forward and spent. 	Action items: Erin and Jen

	<ul style="list-style-type: none"> • Should we consider moving the Emergency Preparedness and Art Supplies to the PAC budget as line items as they come up every year? • Admin and funding committee to get together to hash out the details and report back at next meeting. PAC to vote on Teacher's Wishlist at next meeting. <p>Classroom allowance: jen has a summary document for doug on this. \$100 for non-enrolling teachers, but \$100 per division for enrolling teachers.</p>	
3	<p>CLASSROOM ALLOWANCE:</p> <ul style="list-style-type: none"> • \$100 each for non-enrolling teachers, but \$100 per Division for enrolling teachers. • Jen has a document on all the various types of funding available to Teachers. 	

Club Reports: Erin Cederberg

#	Item	Action by
1	<p>LEGO CLUB:</p> <ul style="list-style-type: none"> • Going well. Needs more volunteers. Michelle is trying something new this year. K's, 1's, 2's each get a week, but also the 3's-7's due to a small group of interested children in those grades. 	
2	<p>LETTER WRITING CLUB:</p> <ul style="list-style-type: none"> • Going very well, very busy. Lots of younger children who don't know how to write yet – support helping them would be nice. Perhaps Doug's leadership team could team could step forward? Erin will mention this to Sharilyn. 	Erin
3	<p>CHESS CLUB:</p> <ul style="list-style-type: none"> • Going strong! New this year is the Selkirk-Netherlands chess matches. 20 of our students (age 11-12) are playing against students from CBS Rehoboth in Oldekerk, Netherlands online. Everyone is welcome to check out the games on the blog: chessaroundtheworld.blogspot.ca • The children are also sending letters back and forth. The children from the Netherlands are using their letters as part of their English language learning. • Volunteers are still needed! You don't need to know how to play chess. PAC suggested that we send home a notice to the kids asking their parents to volunteer at 1-2 chess club meetings this year. • Chess Club would like 10 more chessboards for the cost of \$35 US. MOTION BY ERIN TO APPROVE purchase of 10 	

	chess boards: Motion approved by Beverly and Jenny. MOTION APPROVED.	
4	CHOIR: Jenny <ul style="list-style-type: none"> Choir is going very well. The lottery system was a bit messy. 	

Old Business

#	Item	Action by
1	KARI MARKEN WORKSHOP: Jen <ul style="list-style-type: none"> We had 14 parents come and it was an amazing workshop and the parents who did come were very pleased and felt it was well worthwhile. Cost was \$300. Admission by donation – money went in the PAC box. Sue will be posting the Powerpoint presentation and list of resources on the PAC website. 	
2	FRESH TO YOU: Beverly <ul style="list-style-type: none"> We took in \$2920, we keep \$1108! Pick-up on Tuesday, Nov 17. Delivery happening between 9-12 (Nov 17). Brian Ee’s resource team will be rushing out to help move the veggies in. After the veggies arrive we need a team to come and help bag and load. Veggie pick up is 3:00-4:30 on the Tuesday on the stage. 	Beverly to continue facilitating.
3	DIRECT DRIVE: <ul style="list-style-type: none"> After remembrance day. Beverly is wondering if we could also do a volunteer appeal on a second page with our contact information – PAC agrees. 	Jenny and Beverly

New Business

#	Item	Action by
1	CLEAN FOR A CAUSE: Erin <ul style="list-style-type: none"> New fundraising opportunity through Second Nature Home Boutique and Sapadilla Soap. We earn 30% of what we sell. Runs in a very similar manner as Fresh to You. There is no cost to PAC at the front end. PAC APPROVES FUNDRAISER 	Erin

	<ul style="list-style-type: none"> Erin to check with Second Nature to see when they want to move forward with this. Will report back to PAC via e-mail. 	
2	<p>PAC CONSTITUTION:</p> <ul style="list-style-type: none"> Why are we doing this? So that the document meets the needs of the school now. There is old language that is out of date, such as the School Planning Council. Proxy votes not necessarily a good thing. Change the number of quorum? No, we should have enough. Connections are made on the tarmac and events. Holly is going to talk to reps from English and French all grades to get their feedback. Vote on new constitution in June 2016. Holly also checking in with 2 other schools to find out about their process. <p>We are governed more by a provincial mandate.</p>	Holly
3	<p>DISCRETIONARY FUNDING: Jen</p> <ul style="list-style-type: none"> Open to all teachers. Can be curricular (unlike the classroom funds), can deal with only a few divisions, can have a relatively quick turn around. Max thinks that the English teachers in the frame building do know that these things are going on. A lot of the decisions around DF depends on how many kids benefit, are there any ongoing maintenance costs, ideally once per year. What do we get out of it - usually a photo in and publicity. Leadership: t-shirts that they get to keep (\$300 approx) 2 divisions are doing Project Chef (\$500) Terry Johnson: t-shirts for volunteer coaches (\$232) MOTION BY ERIN TO APPROVE 2 sets of shirts and Project Chef: Motion approved by Jenny and Max. MOTION APPROVED. Mural was originally put forward to DF but has now been moved to the Wish List. Ms. Krushnik: Outdoor Ed, for 4 div grade 6 & 7, app to come Chair dolly - approved and purchased via e-mail before the meeting. 	
4	<p>SERLIRK ROYALE: FEBRUARY 26TH 7-11 PM</p> <ul style="list-style-type: none"> Vanessa is formally involved in the same capacity as last year leading up to the Silent Auction, but will be doing less afterwards. Same thing is going to happen with a few tweaks. Same providers, same tables, asking staff to help as dealers. 	

	<ul style="list-style-type: none"> • Jen to ask Admin to put together an ask letter on school letterhead. Darrell said yes to letter. Some requests have already gone out to sponsors. • Nick will DJ • Slight change to the bar, now we have to purchase or find new donations (Roberta King). • Fundraising goal and attendance goal NOT been set yet. • Committee: Jen, Soraya (décor), Jenny, Michelle (food and bev), Beverly, Vanessa. • Last year \$2000 in expenses and \$9000 in returns. 600 hours of work. • Budget will stay mostly the same, except 	
5	<p>STANDARD MEETING AGENDA: Beverly</p> <ul style="list-style-type: none"> • MOTION BY BEVERLY TO set a standard meeting agenda: Motion approved by Erin and Adam. MOTION APPROVED. 	

Adjournment: 8:29

NEXT MEETING – December 8th, 7:15 pm

Chair: Beverly Walker

PAC Funding Summary: 2015-2016

There are three avenues for Selkirk staff to obtain access to PAC generated funding:

1. **Classroom Allowances** (from Gaming Grant)- PAC provides to all divisions \$100 allowance a year for their classrooms. Allowance is available to enrolling, non- enrolling teachers. Allotment is \$100 per Division and 100\$ per non-enrolling teacher. The allowance is in the form of a reimbursement for non-curricular purchases. Forms are available through PAC and at the Office. Completed forms with receipts are to be submitted to the PAC via the PAC mailbox outside the Library. Allowances are available from September to June.

2. **Teachers' Wish List** (General Operating) - Staff are enlisted by Administration to identify and prioritize items of school-wide interest and benefit to kids. The wish list items are gathered in a single document and presented to PAC (usually in the winter) for their consideration. Wish List is reviewed by Funding Committee who makes recommendation to PAC membership. PAC support is garnered through General Meetings. Contact Administration for more information.

3. **Discretionary Funding** (General Operating) - PAC has developed a process to evaluate funding options for projects that may not fit into the Class Allowance or Wish List categories due to scope or scale (i.e. project is curricular; of interest to small group; short timeline). These are often shared-cost projects i.e. split between the PAC and division families or other sources (independent fundraising). Discretionary funds have supported field-trip transportation; technology for intermediate resource; grade 1-7 math resources; music room microphones; artist workshop; french class library; team t-shirts. Applications are reviewed by Funding Committee will then make recommendations to PAC. Applications are available directly through PAC and are evaluated by the PAC funding committee. Applications can be addressed by Committee throughout the year.

Contact PAC: lordselkirkpac@gmail.com

Funding Committee Members (elected PAC members must be in the majority on Committee):

2015 - Jennifer Lindberg, Erin Cederberg, Soraya Thomas

2014 - Jennifer Lindberg, Erin Cederberg, Soraya Thomas

2013 - Jennifer Lindberg, Vanessa Barron, Deb Winter

TEACHERS WISHLIST 2015-2016

Rank	Item	Value	Notes
1.	Year 2 Computer Technology Renewal	\$10,000	
2.	School wide dance instruction and presentation (Hip Hop)	\$2500 - \$3000	
3.	School wide aboriginal drumming program	\$1500	
4.	Outdoor Classroom (plantings, seating, tables, etc.)	\$3000	These funds already approved last year.
5.	Art Room supplies Part 3	\$1500	Create a PAC budget line item?
6.	School Mural Art project	\$2500	
7.	Sports equipment for PE	\$500	
8.	Year 2 – High Touch High Tech or Science Class workshops	\$4620	
9.	Music Equipment/Materials in support of our music program	\$500	
10.	Additional Emergency Preparedness Supplies	\$750	Create a PAC budget line item?
11.	Grade 5 Camp Program	\$1000	Already a PAC budget line item.