

Lord Selkirk Elementary School
Parent Advisory Council General Meeting
Meeting Minutes ~ Tuesday February 6, 2018 at 6:30pm

Attendance

Present: Jason Simon, Mimi Simon, Daisy Wong, Holly Hergesheimer, Conrad Chevalier, Andrea Tanaka, Heather Scofield, James Walker, Jolene Harrington, May Ziksik, Alison Westwood, Anna King, Flavio Wasniewski

Chair: Beverly Walker

Minute Taker: Jennifer Cooper-Stephenson

Regrets: Jenny Stephanson, Erin Dosman

Call to Order: 6:35pm

Approval of Previous Minutes: Minutes from December general meeting available for review on the PAC website.

Chair’s Report: Beverly Walker

#	Item	Action by
1	Beverly advised that Jenny, Beverly and Michelle are in last year of a three year term as Co-Chairs. No formal report at this time.	N/A

Financial Report: Conrad Chevalier

#	Item	Action by
1	Conrad circulated the financial statements by email in advance of the meeting. They will also be posted on the PAC website for reference.	Info
2	Conrad reviewed the PAC sources of revenue and fundraising: <ul style="list-style-type: none"> We receive a grant from the Ministry of Education based on headcount (approx. \$25 approx per child). The grant was approximately \$13,000 this year. Selkirk Royale typically raises over \$10,000. Approximately \$4,000 from the direct drive. We also receive a few thousand dollars from other fundraising initiatives throughout the year (ie. Famous Food gift card sales, Fresh to You, SPUD, Mabels Labels, Clean for a Cause). In a typical school year PAC spends money on the Discretionary Funding Committee, the teacher wish list, items for the school (ie. new gym lines, white boards, computers/ipads), special learning opportunities (ie. cooking coding), arts and culture opportunities, and school clubs (ie. chess, knitting).	Info

School Report: Shannon Burton

#	Item	Action by
1	There is a new Superintendent; Susanne Hoffman. Mme. Burton met her at an area meeting, and she will be doing school visits in the coming months. We hope to have her at Selkirk.	Info
2	Update on Selkirk Student Learning Grant (\$23,040 received by Selkirk based on headcount at end of last year). Large part of money used to defray costs to parents for field trips and STEM items, purchased PE equipment, cooking equipment – all to enrich curriculum. The funds had to be spent by January 31, 2018. We spent about \$19,00 and had \$2,571 leftover. Unfortunately, some bus receipts didn't make the deadline.	Info
3	Crossing guard training will offered shortly. Mme. Burton advised VPD completed an initial assessment and were not convinced we had sufficient numbers of students crossing 22 nd Ave to warrant the program but after a second visit it was clear that we would benefit from a crossing guard program. Selkirk will be asking for volunteers in the coming weeks – the start date has been pushed back slightly to ensure the grade 7s were back from the Quebec exchange trip. Volunteers most likely to be grades 6 and 7 and some grade 5s.	Info
4	Important Dates: <ul style="list-style-type: none"> • Student conferences are being rescheduled until March to allow sufficient time since the first progress reports went home. March 14 and 15 will be the new dates for student conferences – both days will be early dismissal at 2pm. • There will be a whole school field trip to the Chan Centre Tuesday February 27 – Roots and Shoots. 	Info
5	Staffing Update: <ul style="list-style-type: none"> • Staffing update – there continue to be staffing challenges in the Vancouver School District. VSB has attended 12 career fairs in the last 5 weeks and is aggressively recruiting. Sixty-two new teachers have been hired in last 4 weeks and the district is now down to 34 vacancies. Mme. Burton noted an added challenge has been that the district has experienced triple the number of retirements and resignations (82 at this point in the year). The district also continues to struggle to retain young teachers who are moving because they can't afford to live in Vancouver. • There are 203 students finishing the teaching program in Vancouver this July. Many of those new teachers will be interviewed for next year. Lord Selkirk currently has three student teachers working in the school and we are hoping they will apply for postings with us. • VSB is now offering a moving incentive to encourage teachers to come here and assist with the cost of relocating. 	Info

	<ul style="list-style-type: none"> There is currently one position vacant at Lord Selkirk. Staffing planning for next year will commence in the spring based on estimated enrolment for next year. Selkirk has currently received 78 in catchment registrations for kindergarten (5th highest in the district). 	
6	<p>PAC Wishlist:</p> <ul style="list-style-type: none"> Mme. Burton distributed the PAC Wishlist for the 2017-18 year. A copy of the wishlist will be posted on the PAC website. This year the request is for assistance with the creation of a maker space and to enhance the Harry Potter area in the library. Selkirk would also like to enhance the diversity/self esteem materials in the library (new books will be a significant cost) and add to arts & cultural material as well as PE equipment. Selkirk would also like to set up a Ready Bodies Learning Minds lab to assist children challenged with self-regulation. The lab provides children with specific movements in a pattern/order that will help prepare them for learning. VSB is willing to help us establish a lab, we just need to determine what that will look like at Selkirk. 	Info

Regular Business

#	Item	Action by
1	<p>District PAC update – Katie Bedford:</p> <ul style="list-style-type: none"> District PAC currently looking at French immersion to ensure entry is as equitable as possible. They are looking for 5 parent volunteers to be in a working group. DPAC is hoping to get volunteers with a diverse group of parents and perspectives. If you are interested please let Katie know as the first meeting will be February 15. There will also be a feedback session at Cedar Cottage Pub Saturday Feb 10 11:30am-1pm (it is an opportunity for all parents to provide feedback on their French immersion experience). PAC will include the information on our facebook page and Mme. Burton will include it in the February newsletter. DPAC will welcome written feedback as well. Re: Seismic upgrading. DPAC is putting together a motion to the Ministry of Education saying all parents agree that seismic upgrading needs to be expedited and that safety should take precedence over preservation of heritage buildings. Selkirk is at the bottom of the high risk list. VSB is making progress through the list, there are currently 5 projects. We do not know which schools are next although it will be important for the school community to figure out their priorities before their turn comes up on list. Mme. Burton has been through the initial phase at Queen Mary and can share her 	Info

	<p>experience in the process. At Selkirk the frame building and main building need to be upgraded.</p>	
2	<p>Discretionary Fund committee: Jenny was unable to attend meeting tonight. Mme. Burton distributed a copy of the Selkirk Wish List for PAC consideration. A copy of the list will be posted with these minutes. So far this year PAC has spent money on coding workshops, cooking workshops, wiggle chairs (intermediate size), self-defense class (one phys ed period for grade 5s as the grade 6 and 7s are doing a more extensive program being coordinated by Mr. Dominic), school compass cards (PAC purchased two class sets of 35 for educators/chaperones and students to use to go on field trips or to events. Teachers can sign the compass cards out for last minute opportunities. They are currently kept with Ms. Mani and feedback to date has been positive).</p>	Info
3	<p>Selkirk Royale:</p> <ul style="list-style-type: none"> • Event is scheduled for Friday February 16 • Conrad confirmed we have sold 134 Royale tickets to date (the most pre-sale tickets to date EVER!) • Volunteer sign up is out if you want to take a shift (each shift is 1hr and 15 min). For those who can't volunteer that evening that is lots of set up to do during the day on Friday to transform the school gym into a casino. Beverly will send out the volunteer sign up again for those who may not have received it. • A reminder that every dollar spent at the silent auction goes back to the school. <p>There are some clean up duties as well at the end of the event.</p>	Info
4	<p>Fundraising:</p> <ul style="list-style-type: none"> • SPUD has generously donated two gift baskets for the Selkirk Royale silent auction. Heather advised of a new initiative SPUD is implementing whereby gift cards can be purchased and 10% will be donated back to the school. This will give families who don't want to order a produce box an opportunity to participate. SPUD also recently reduced their free delivery minimum spend to \$30 from \$35. Heather noted Lord Selkirk is in the top 10 highest fundraisers. Heather will provide Mme. Burton with a list of items that SPUD carries that people may not know about for the upcoming newsletter. • Heather will be coordinating the Clean for a Cause fundraiser this year. Lord Selkirk works with Second Nature (local store on Commercial Street) to coordinate an order for Sapadilla soap products. Approximately 15% will be donated back to the school. Sapadilla is a local Burnaby company that makes environmentally friendly soap and cleaning products. Refills on Sapadilla products 	Info

	can be purchased at Second Nature on Commercial St. Heather will need volunteers when the order is delivered to help sort and group the various orders for pick up. The fundraiser is currently planned for the Spring (likely April).	
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New Business:

#	Item	Action by
1	<p>Hot lunch program: Jen CS advised a parent had approached her to inquire about the hot lunch provider, which is different than other schools with hot lunch programs. Mme. Burton advised that inner city schools have a different hot lunch program/provider. Currently Selkirk has 50 lunches subsidized every day. The provider (Nova) is arranged through the district. Food this year is healthier.</p> <p>Other schools who are not designated inner city will have different providers. It was noted that all providers have to be regulated by the VSB.</p> <p>Mme. Burton will pass on any feedback on the program to the VSB. The menu can be adjusted to remove unpopular items so Mme. Burton encouraged parents to share their feedback.</p> <p>PAC discussed the conditions in the lunch room and Mme. Burton confirmed most days there are 5 supervision aids, Mme. Burton, Mr. Dominic and two EAs. Students are encouraged to eat and finish their lunch. If parents have a particular concern they should let Mme. Burton know and she will try to alert the supervision aids to kids who need to be encouraged to finish their lunch. The added time has helped a little bit.</p> <p>Heather noted that SPUD does a hot lunch program and a smoothie program. Smoothies are available if you order the day before (\$2.50 each). PAC noted the smoothie option may be useful for sports day.</p> <p>PAC also noted the importance of factoring in the lunch room (and a big gym or two!) when the school is planning for seismic upgrading.</p>	Info
2	<p>Constitution: Holly wanted to touch base to see if changes to the spending rules in the constitution are working. Conrad noted that we have not had to rely on them to date because we have not had any big ticket items. PAC also discussed the possibility of creating a digital archive for working files/documents so they can be saved for review at a later date (ie. the working documents used by Jenny and Holly to revise the Selkirk PAC Constitution).</p>	Info
3	Accessibility:	Info

	<p>Holly advised the rails have been installed on the staircase to the top level of the main building. While the railings provide something for kids to hold on to Holly noted they are not ideal, primarily because they are not continuous up the staircase. Mme. Burton noted this was the quickest option to get something installed right away – larger upgrades are longer term projects. VSB paid for the installation of the railings (health and safety item). PAC noted a big part of seismic planning will be to make Selkirk an accessible school.</p>	
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Adjournment: 7:36pm

NEXT MEETING – PAC Executive: Tuesday March 6, 2018, 6:30 pm