

George Greenaway Elementary Parent Advisory Council General Meeting
Minutes – November 15, 2018
Location: George Greenaway Elementary Conference Room

Attendance: Cathy Sahib, Suman Cohoon, Kam Matsuo, Sherri Taylor, Lara Nedila, Becky Copeland, Angela Lord, Lucie Zakarian,, Chantal MacCulloch, Mandeep Sira, Debra Halbig

Regrets: Rania Barron

Welcome and Call to Order: Lara Nedila called the meeting to order at 8:47 am

Motion to approve Agenda: 1st Chantal 2nd Suman motion carried

Motion to approve previous meeting minutes Sept. 25,2018: 1st Suman , 2nd Debra motion carried

No business arising from previous minutes

Education/School/Community Issues

1. Salema Sexual Education sessions will be coming April 3rd Parent and 4th Student education
2. Spuds and Tubs was attended by the staff and it was great

Principals Report: see report from Becky attached

Playground account: **ACTION: check the actual balance for the playground account**

President report: freezies, thermometer, entertainments books, world's finest chocolates fundraiser

Treasurer's report: Rania sends her regrets reported on the following gaming grant funds, need to determine what we are spending this on. Snapshot below.

Fundraising; World's Finest fundraiser will be kicking off right after the meeting with the ability to opt in and a letter will be sent to all the families. First Movie night was not as successful as intended and we lost money approx.\$38.99, next movie night Dec 7th. It was discussed to move the time of movie starts as the first one was difficult for some families to attend. Next one: 6:30 pm How the Grinch Stole Christmas, Art cards launched and sales are looking great to date. Holiday gift shop - sharing with library Dec 17/18, purchasing will start to occur for that. Becky is excited to see how it works.

Special events: Christmas Market on Nov 29. getting full with vendors already 33 confirmed, teachers and classrooms are participating again this year, book fair will be in library. Need better signage for book fair as it is in a different location. Need to find tables and figure out how many we need.

Media: Has been great communication on social media. More communication for the minutes and meeting agendas will be circulated ahead of time.

Hot Lunch: Suman spoke about her report which is posted below: there was a great turnout of volunteers and everything is flowing well. CloverRidge pizza is offering the potential to deliver services to the school and can start in January. Need to sort out details and logistics need to look at what is our responsibility with this is and how to role it out. Becky mentioned the packaging/garbage etc and trying to be eco-friendly. \$3682.00 was sold from Entertainment books and again was a great success.

Fundraising - there was discussion on those families that still are outstanding for Entertainment Books, Chocolates etc. how are we will try and recover these loses. The focus should be celebrating the success of our fundraisers.

DPAC update - will register the school with DPAC and nothing to report. Next meeting is constitution and bylaws Nov 28.

The family photo night was a success and we raised \$740.

Students will be attending the Nutcracker - Dec 7th

Other Business: **ACTION: to get Christmas Concert date for families**

Motion to Adjourn @ 9:42 am

1st Sherri, 2nd Suman motion carried

Next Meeting Date and Location: TBA

Principals Report; November 15th, 2018

- 1) **SEL Resources** – ordered and teachers are super excited and grateful for the opportunities to bring this into their classes as options for how the students start the day. Thank you PAC ☺ ☺
- 2) **Fine Arts Performances** – Had our first one, Indigenous Dancer/Singer/Drummer sharing knowledge about the Haida culture through story telling. We have our second fine arts performance on November 23rd and are looking forward to that as an addition to enhancing our Aboriginal Education curriculum.
- 3) **Playground update** – In contacting the district in regards to the playground approval, the site inspection was done in November 2015. Since that time, the class composition has changed and we have grown, therefore, two portables on site and that has changed the options for playground additions, quotes and inspection now out of date and needing to be redone. Met with Dirk (district site inspector) on October 26th to do an initial walk through. Dirk came on October 26th and said that the site options may be dependent on what equipment staff/PAC want to install. Swings as well as a climbing addition were suggested and he showed two possible locations which may require excavation but he said that he would develop pictures and plans and bring back. Approximate date would be about 6 weeks to get site suggestions. Likely earliest would be Spring 2019 or next school year 2019/2020.
- 4) **Halloween Parade & Remembrance Day Assembly** – so lovely to see so many community members present and the response was very positive. Thank you to those that attended.
- 5) **Emergency Response – the District language is:**
 - a. ‘Lockdown’-threat inside the building, lock doors, turn off lights & get down until all clear given
 - b. ‘Hold and Secure’-threat outside the building, lock outside doors/windows, resume quiet class activity until all clear given
 - c. ‘Shelter in Place’ – extreme weather conditions, air quality etc, close doors and windows
 - d. ‘Drop-Cover-Hold On’ – earthquake/explosion, count to 60, if room is safe, stay put, if not, evacuate
 - e. ‘Evacuate’ –fire, gas leak inside - exit calmly to designated assembly area, attendance taken, remain outside until all clear given.
 - i. We will be practicing this throughout the year – one Fire Drill last week – went well
 1. Fall – 3 Fire Drills (have completed 2), 1 Earthquake Drill (completed 1), 1 Lockdown Drill (Nov. 20th)
 2. Spring – 3 Fire Drills, 1 Earthquake Drill, 1 Lockdown Drill
- 6) **Upcoming issues/requests** –
 - a. District is putting an iPad replacement program (2 iPad 2 or 3 for 1 new iPad). We are hoping to exchange at least 40 iPads. These will be used in the classes for small group instruction, for research and for Fresh Grade.
 - b. Scholastic Book Fair – Nov. 26-30 (8-8:30am and 2:30-3:00pm, on 29th open until 5 because of Craft Fair).
- 7) **Community BBQ** - Talked with Kam regarding the celebration bbq/picnic and discussed options regarding the Spring. We will look at combining the bbq with the end of the year assembly.

Hot Lunch Coordinator Report: Suman

Hot Lunch: First hot lunch with Boston Pizza had a huge parent turnout which was wonderful. There was some confusion with kids being placed in wrong divisions so unfortunately there was a bit of running around for the parents. Second hot lunch which was Hot Dog was the best hot lunch ever. Because of so many wonderful parents wanting to help out with hot lunch, I had the volunteer time split on arrival.

That way the items going into the bins we had limited help so that everyone had something to do. By the time all volunteered showed up it was time to wrap the dogs and distribute. This was by far the best hot lunch I have ever coordinated. There was no hiccups at all and we had leftover dogs where a parent took around and asked teachers if there were any kids that would like to have some for free.

Next hot lunch will be Subway tomorrow.

Cloverridge Pizza is coming up with a new hot lunch program in the new year. It will consist of parents calling the pizza location directly if they are running late to make a lunch or just want to buy lunch for their child and have it delivered. This will be offered throughout the week except for hot lunch days. Each meal will be made in house and low sodium recipes. They will also offer gluten free. Dietary concerns will be taken into consideration. Orders will need to be placed by 10am the day of lunch. Estimated cost will be \$3.50 to \$5.00. Value box for at least \$5.00 will also be offered which will be the meal, drink and snack. The food will be delivered to the school labelled with the child's name and division, at least 15-30 mins before lunch hour. The cost for delivery will be \$2.00, where \$1.00 will go to PAC. Family orders will only be charged the one delivery charge. Billing is still being worked out but he figures it will be via email, FB messenger or text and you can pay through e-transfer or cash. Parents can also leave a deposit each month and the money will be taken from there. Credit card payment will be charged an additional 5% cover fee and processing. Any unpaid accounts will not be the responsibility of the school or PAC. They are working on adding additional service, such as Build a Box for half price to kids that cannot take advantage of this offer at full price. And teachers menu will also be looked into, delivery will not be charged to the teachers. This will hopefully launch in January. Bal would like to attend our next PAC meeting to discuss this more with parents if allowed.

Entertainment Books We made a profit of \$3672, last year we made \$3108. Pizza party goes to Div 22 Trinh and Div 1 Tafreshi. I will speak directly to the teachers to figure out when they would like this done.

Family Photo Night Huge success with 37 families coming out all decked out. \$740.00

GGPAC Financial Snapshot

Printed on: November 14, 2018

Accounts:

(All accounts - starting balances = \$ 55398.48 - current balance = \$ 56120.17 - account balance total - approx. = \$ 56120.17)

	General Operating	Gaming	PAC Playground	District Playground
Start of fiscal year (FY) 17-18	\$ 20,958.79	\$ 3.37	\$ 30,184.45	\$ 4,251.87
Current balance	\$ 10,191.22	\$ 11,467.37	\$ 30,209.71	\$ 4,251.87
Known commitments (approx.)				
Account balance (approx.)	\$ 10,191.22	\$ 11,467.37	\$ 30,209.71	\$ 4,251.87
Difference	-\$ 10,767.57	\$ 11,464.00	\$ 25.26	\$ -

Income

PAC combined BC gaming grant and fundraising efforts to date (net)	\$ 14,391.64	58.85%
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Spending

PAC expenses to date (net)	\$ 1,163.37	18.22%
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PAC contribution to school activities to date (net)		
Child Care Worker Funds	\$ 125.00	100.00%
Classroom	\$ 4,400.00	100.00%
Field Trip	\$ 6,600.00	100.00%
Library Funds	\$ 1,000.00	100.00%
LST Class Supplies	\$ 1,300.00	100.00%
Music	\$ 1,000.00	100.00%
Performances & Dance	\$ 3,000.00	100.00%
Low Incidence	\$ 1,300.00	100.00%
Sports Equipment/active Sport	\$ -	#DIV/0!
Student Leadership	\$ -	#DIV/0!
Student Incentives/prizes	\$ -	0.00%
Technology	\$ 4,278.84	106.97%
Total School Expenses	\$ 23,003.84	99.05%

Overall net	-\$ 9,775.57
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Notes

<p>General revenue lines missing Entertainment Books expenses</p> <p>Updated inventory (item count as well as possible revenue amount) - NEW NUMBERS REQUIRED</p> <p>PAC expense line items were within budget or underutilized with the exception of Technology over by \$278.84 due to taxes.</p> <p>School expenses - NA</p> <p>Overall performance against budget - positive \$9,775.57</p> <p>Net positive change of bank accounts are positive by \$22,256.83</p> <p>□</p>
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