



PAC Meeting Minutes Thursday, September 15, 2016

Attendees: Joanne Little, Min Mlait, Addie Cervalvo, Michael Lee, Jarnail Darar, Connie Hosie, Stephanie Tsotsos, Traci Rego, Tara Sutherland, Miriam Fitterer, Heather Kimmie, Holly Lloyd, Susan Scott, Carine Choo, Oya Yasayan

Meeting was called to order at 7:07pm

Introductions of all participants; thank you to Traci Rego for bringing coffee; pizza was available to try as a tester as a new item for Munch a Lunch program

Review of June 2016 Minutes:

- Motion to accept minutes; **motion carried**

Reports and Updates:

Principal's Report

- See attached report
- Leadership – application where the kids choose their top 3 choices, as a result of the experience of last year (students not showing up for a job if a “better” one became available)
- Ms. Ingham is here Mon/Wed as the school counsellor
- Kidstart – mentoring program for children out in the community
- Building connectedness – continued school goal; and building student writing as an academic goal this year
- Primary literacy program; primary grades are all grouped by ability (9 teachers splitting the groups), 4 days a week
- Doing the same with grade 6/7 math (4 teachers for 3 classes)
- 4/5s are platooning Math groups

Chair Report

- Welcome back to a busy and eventful year
- Wish lists of the teachers considered for the October Budget meeting
- Book Fair being run by parent volunteer Connie – thank you for your time and more volunteers are needed
- Miriam Fitterer and Susan Scott to co-chair the many responsibilities of the position

Treasurer Report

- Reece absent;
- Conservative projections
- Teacher Wish list is running between \$6800-\$13000
 - Bus for each classroom to go on a field trip (is part of the standing budget)
 - Consumables \$150 per classroom
- Gaming budget has dropped due to less students (decreased enrollment)
- Anticipated \$27,000 spend; what do you want to spend it on as a PAC?
- Point that we should spend the money we raise because it doesn't do our kids any good sitting in the bank
- Questions can be presented next meeting around Budget

DPAC Report

- Monday, Sept 19th, is the next DPAC meeting
 - Third Monday of every month
- Could we each commit to one DPAC meeting as a way of dispersing and sharing the learning and responsibility?
 - Good snacks at the meetings
- DPAC Vendor Fair and the PAC 101 & PAC Financials meeting is next Tuesday October 4th - pre-registration is required. http://www.burnabydpac.com/event/2016-pac-101-and-treasurers-workshop/?instance_id=26
- Revised list of who's on board



Grants Report (Michael Lee)

- We were successful getting the **Garden Grant** (\$2,000 US) Whole Kids Foundation (Whole Foods)
 - Looking now at getting District Approval; waiting for a meeting
 - We would like to invite staff member to participate as a teacher representative
 - We have to report back to Whole Foods (provide pictures etc)
 - Suggested spot, front of the school by Montecito Road
- Best Buy Grant was submitted for additional iPads
- TD Canada Grant – looking for people to work on the application for outdoor learning or environmental education; outdoor playground; undercover play area
 - Larger grant approx. \$20K
- TD Local Branch
 - Submitted a grant for jerseys

School Planning Council (Michael Lee)

- Power of 4 (Principal Parent Planning Progress): dealing with learning resources; how is the school allocating funds; what are the school goals; how are we assessing?; opportunity for parents provide input; open to all parents within the school community
 - Meetings are held at various times; 2-3 pm for example; once a term
 - Last year there were 4 parent participants

Fundraising Report (Addie & Connie)

- Bringing back Purdy's and Neufeld
- Send out the forms on Nov 1st – collect them back on the 14th; delivery December 1st @ 2:15 pm before dismissal

New/Other Business:

- **Book Fair** Sept. 20-22 (Connie)
 - o Arrives tomorrow September 16th
 - o Posters ready to go
 - o Goal: to exceed \$2,200
 - o Can volunteer by **signing up online** or just show up
 - Montecito Webpage under the PAC tab
- **Water Bottle Wrap Up** (Connie)
 - o Tried really hard to get the water bottle refil station; were successful getting it put into the plan; PAC is paying for the one that is going in by the gym; the upstairs one has been included in the seismic renovations
 - o 2 bottle drives; reusable water bottle sale (communication was difficult); 4 months of communicating \$221 for \$75 units; they were not the bottles that we anticipated or wanted; PAC profitted \$8 per bottle; through the fundraising we now have the funds for the station
- **MUNCH A LUNCH** - Sept 23 & 29 (Carine)
 - o Every Friday; if a pro-d day it will fall on Thursday; thank you to the parent helpers, Susan Lee and Connie
 - o Hoping for \$8,000 profit
 - o Approx. \$5 per meal
 - o Prefer cheque payment vs. credit card
 - o Now have Hot Lunch Monitors (gr. 5/6/7) in addition to the parental input
- **Terry Fox Run** (Susan)
 - o Stephanie has volunteered
 - Miriam has organized the oranges from Buy Low
 - Need parents to prep the oranges and deliver them to the classroom
 - Crossing guard volunteers are needed
 - o 12:45 pm volunteers meet outside the gym
- **Events Calendar** (finalizing dates for Sept-Dec)
 - o September – hot lunch
 - o October – Ask Letter sent home; Halloween event (?)
 - o November – Neufeld/Purdy's Fundraise
 - o December – Pancake Breakfast (volunteers needed); Gingerbread Houses; Carroling has happened in the past (weather was a huge factor in the attendance last year) – could we connect with the Swedish Home as an alternative to door-to-door carroling
 - o January – Literacy Week
 - o February – Games Night (good for the Odessy to show case)
 - o March – break from meeting (?)
 - o April – Earth Day; Pitch in day;
 - o May – Talent Show; Sports Day;
 - o June – Multicultural Event; Neufeld Farms Fund Raiser
- If you have anything that you are passionalte about or want to run/support, please submit your ideas or bring them to a PAC meeting



- **Easter Baskets**
 - o Large donation of Easter baskets and Easter grass
 - o Large rabbit outfit?
 - o Looking for Easter ideas



- **Pumpkin Carving**
 - o To replace (or add too) the Gingerbread event; staff might want to add in the pumpkin carving in addition to the gingerbread house building
 - o We have the tools; will see if SuperStore can get pumpkins at cost or donated

- **Members At Large:** to officially include parents who are actively involved with the PAC but not on the Exec.
 - o **Motion:** to vote Connie, Addie, Lora, Micheal, Carine to be members at large and part of the official Exec.; vote; **motion carried**
- **Other:**
 - o Cafeteria in the gym; once a month
 - o Wednesdays are good days for Pop-Ups
 - o **Halloween Costume Swap**
 - Can become a fundraising event? Or just a swap?
 - Get in touch with Michael if you are interested
 - o **Bingo**
 - We have all the supplies and the prizes
 - during the winter seasons (inside days)
 - can be run during lunch time for the kids to play
 - Roseanne was interested (?)
 - o Pub Night?
 - o Jo and Marlene will lead lead the Grade 7 Grade along with Jarnail
 - o Student Safety re. Traffic
 - Educate the students on safety rules
 - Invite the police liason in to educate the students on the basics
 - When to cross the street
 - When to call 911
 - o **Library**
 - Big plan!!
 - Instead of coming to the library we will be having Pop-Ups
 - McGill Library is willing to have us all arrive enmass
 - Every 2 weeks we either go or they come to us
 - Classes have been supplied with bins of books of the library discards
 - o Can sign them out
 - Desperation library
 - o Comprised of books bought by the librarian throughout the year
 - Discussion around possible places for the library to be temporarily set up



- o The challenge is trying to get the books back from the kids who have checked them out
 - o Ms. Foy will be in the portable as her room will be seismically upgraded early in the process
 - o Golf Event? Any interest in a Montecito School Golf Event held at Burnaby Mountain Golf Course?
 - o Grade 5s check out the Be Active Pass
- Questions, comments, and general PAC inquiries can be emailed to the PAC at pacmontecito@gmail.com

- **Ready to volunteer??** If you want to help with any of the upcoming events, email pacmontecito@gmail.com or sign up online following these 3 easy steps:

1. **Click this link** to go to our Montecito group invitation page on SignUp.com: <http://signup.com/go/pJ3njP>
2. **Enter your email address:** (You will NOT need to register an account on SignUp.com)
3. **Sign up!** Choose your spots - SignUp.com will send you an automated confirmation and reminders. Easy!



**SignUp.com does not share your email address with anyone.

- **Next meeting date: Thursday, Oct. 27th, 2016**

Meeting adjourned unanimously at 8:31 pm



PAC Meeting: Principal's Update – September 15, 2016

Information and things we're proud about over the past month...

- 257 students enrolled (was 282 last year)...21 new students
- 11 Divisions...see breakdown in the chart below

Montecito Organization for 2016/17									
	K	1	2	3	4	5	6	7	Total
Div 1							12	12	24
Div 2							13	11	24
Div 3							12	12	24
Div 4					14	14			28
Div 5					13	15			28
Div 6				11	13				24
Div 7			8	14					22
Div 8			7	15					22
Div 9		8	14						22
Div 10		22							22
Div 11	17								17
Total	17	30	29	40	40	29	37	35	257

- 85 ELL students (majority are level 3/4), 6 International students, 17 designations
- 4 EAs – we are requesting extra support
- LSS support is 0.9 plus 0.2 Reading Recovery. Hanna Foy will be doing 0.8 LSS and 0.2 Reading Recovery and Heather Kimmie will be doing 0.1 LSS. We are down 0.3 (1½ days) of LSS from last year as 4 students with designations have moved on to high school.
- Almost all Grade 7 students in band, portable 3 to be used for Band on Tuesdays 10:55-11:45 and Friday mornings 7:55 – 8:40
- Kindergarten students are adjusting well and settling into routines
- Student Leadership starting – Me 2 We, patrol, and monitors for the office, Kindergarten, lunch, equipment, and hot lunch ...new application system this year (Ms. Lloyd organizing)
- Fun first week activities...focus on common expectations, school motto around kindness, and hands as a jumping off point for art projects and to tie some of the themes together

- Listserve – Parent e-mail will again be used for sending newsletters and school/PAC info
- Staffing: Ms. Ingham (counsellor) here Mondays and Wednesdays, SLP Winnie Yip here on Tuesdays and Brandi Price our Aboriginal Support will be here alternate Thursdays
- Also have many community programs such as Cameray Outreach, Burnaby Family Life boys' and girls' group programs as well as Kidstart to help support some of our children
- Cross Country has started, currently 13 kids...thanks to Ms. Vaughan and Ms. Chin for coaching!
- Pop-up Burnaby Public library has come to do their first visit with Div. 4 and 5...great success and many new kids with public library cards. They have agreed to come back once a month all fall (½ day for primary and ½ day for intermediate classes)

Things we're Looking Forward to...

- Sept. 21/22 – Parents as Partners meetings
- Sept. 26th and 28th Class reviews – teachers are going over the learning and support needs of every child in the school with classroom teachers and support staff this week.
- ELL and Learning Support will start at the beginning of Oct. – we are assessing/identifying “Tier 2 and 3” student needs
- Picture Day on Oct. 5th
- COLA at 11:00 on Wednesday, Sept. 28th
- Terry Fox Run:
 - Kick off assembly is Friday, Sept. 23rd from 1:15-1:45 to introduce and talk about toonies for Terry (collected from Monday, Sept. 26th -Friday, Oct. 7th).
 - Run on Thursday, Sept. 29th. Will start as a warm-up in gym then the run to Squint Lake Park. Ms. James and Stephanie (parent volunteer) are organizing.
- Professional Days:
 - Friday, Sept. 30th is a curriculum implementation day. Staff will be at Stoney Creek in the morning to do a follow up session with staff from various schools then collaboration time in the afternoon
 - Monday, Oct. 3 to still be planned but part of the day will be looking at our school goals of building strong connections and improving writing
- Working on better meeting the needs of our learners through:
 - Primary Literacy Groups for Div. 7-11
 - Grade 6/7 Math groups

Notes:

- Thank you for helping to get this year off to a great start. We appreciate all your efforts from the mix and mingle/coffee our first day back, to coffee time for new K parents, rounding up new volunteers, to planning MunchaLunch, Terry Fox Run and the Scholastic Book Fair, as well as preparing a grant application
- No more updates on seismic upgrading but I will inform you as I hear
- Emergency Preparedness: 6 fire drill evacuations, 3 earthquake drills, 1 lockdown (threat to the building such as an intruder) and 1 hold and secure drill (external threat such as a wild animal on property or

something happening in the community) to take place over the course of the year. We will review each procedure as a staff and go through expectations with kids. See emergency response staff guidelines for more information.