

**École Crescent Park Elementary School –  
Parents' Advisory Council Meeting**

**Minutes of the meeting on Monday, December 1st, 2014**

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**In attendance:**

Jackie Vuilleumier	President
Erin Mazza	Co-Treasurer
Pam Robertson	Secretary
Dione Costanzo	DPAC Representative
David A'Bear	Principal

Louise Witt	Nichole Gerllhays
Hilary Gottschalk	Hilary Timothy
Theresa Ackles	Lisa Shao
Jenny Kepter	Katherine Botelho
Roxanne Black	Clint Baker

Guests: Mrs. Bonn, Mme. Cyrenne, and Mme. Goguen

**1. Welcome and introductions:**

- Meeting commenced at 7:05 p.m. and introductions were made around the table.

**2 Minutes from the November 2014 meeting:**

- Motion to adopt them made by Clint B. and seconded by Louise W. Motion passed.

**3. Principal's report:**

**Leadership**

- I am happy to report that our leadership program is now in place for the intermediate level. The leadership program will be integrated into the curriculum for each grade level and the idea is to provide the intermediate students with a leadership journey; learning what it means to be a leader in grade 4, learning about global leadership in grade 5, local leadership in grade 6 and then numerous leadership activities in grade 7.
- Each intermediate teacher has created a learning plan that shows the curricular goals of leadership for their grade level, topics they will cover, spirit days they will be creating for the CP students and how they will assess the students on leadership. I am extremely excited about this program moving forward because it involves all students at the intermediate level and it is accountable.

## **Clubs**

- Our lunchtime art club is going very well and we currently have 30 students participating.
- I had a meeting two weeks ago with Community Schools and Alexandra House and that resulted in a meeting with the City's Rec Dept. to explore offering a variety of programs here. Like our current Bricks for Kids program being offered, these programs would run weekdays after school and are fee-based. The programs that we are looking to start after school in January are:
  - Healthy Kids who Cook
  - Chess Club
  - Soccer and Basketball in the gym

The student Events and Managers and Athletics leadership teams will also be working this month at creating some lunchtime games to play with the kids outside, as well as inside games.

## **Stream of Dreams**

- Last year, staff began to look at the Stream of Dreams fence art as something we would like to renew. We would like to have the Stream of Dreams Society come in and do fence art with us. This would allow us to see how it is done on a large scale and we could then develop a plan on how to tackle such a great project each September. The cost is \$10/student.
- We will discuss this project at our next PAC meeting.

## **Main Entrance Mural**

- I was also wanting to gauge parent interest on creating/revising the main entrance mural. I was hoping for some funds to approach an artist that has worked in many of the Surrey Schools, Jason Craft. Jason really focuses on gathering the narrative of the school and I think he would do an amazing job. I met with Jason last week and he has given us 2 quotes for the foyer, depending on what PAC would like to pursue this year. I would like to invite him to the January PAC meeting to share his work with parents.

## **Term 1 assembly**

- We will be having a term 1 assembly on December 17th so students can share and celebrate the learning completed so far. Teachers have been invited to have some students share their projects or something they did that was a highlight. Ms. Hermann and the primary students will also be presenting Christmas songs they have been learning and the grade 7 band will be performing as well.

## **New Curriculum**

- As mentioned at the last PAC meeting, there are many changes that are already happening within the curriculum for this year and I will be organizing some parent info sessions to help parents get a better understanding of all of the changes. The information nights will relate to the New Curriculum and Formative Assessment. I have also started dialogue with our staff around our school goal and changes will be made to the goal by Spring Break. Saying that, I wanted to have teachers share with you some of the changes they would like to bring to the school with your support. Our teacher-librarian will be sharing with you on Learning Commons and our French Immersion teachers will be sharing with you how they are purposefully integrating technology into the classroom. [See below.]

**Dates to remember:**

**December 3rd – Photo Retakes**

**December 8th – Report Cards home**

**December 10th – Early Dismissal for Parent/Teacher interviews**

**December 17th – Term 1 assembly at 10:30 a.m.**

**December 18th – Lantern Festival**

**4. Presentation: Late French Immersion teachers Mme. Cyrenne and Mme. Goguen**

- The French Immersion (FRIM) teachers made an impressive presentation to the PAC regarding the use of technology in their classrooms to improve student learning in all subject areas, and the distinct advantages of using tools such as iPads for language learners. For instance, by having students able to record themselves speaking in order to work on pronunciation and presentation. They use numerous French-specific programs (apps, online resources, etc.) to develop students' language skills. Mme. Cyrenne and Mme. Goguen have also worked together to create electronic portfolios and passports for all of the students from the start of grade 6 to the end of grade 7.
- With full classes and no LST support, technological tools like laptops and iPads are particularly helpful, especially when you have students working in small groups. Current access to such tools is limited due to classes sharing them and having to schedule time slots, and it is also much more effective to have machines that are dedicated to French language and programs.
- The FRIM wish list request is for any help the PAC would be able to give, but ideally the teachers would like to increase the program's iPads to a full class set by buying 15 more, and equip all 30 with keyboard cases so they can be used for word-processing and printing like laptops are.

**5. Presentation: Mrs. Bonn, Teacher-Librarian**

- Mrs. Bonn made an impressive presentation to the PAC on how schools today are shifting from traditional libraries to "learning commons" – multi-use learning spaces that engage students on all sorts of levels: personal, academic, social, etc. This is the way all libraries are going, whether you look at universities, high schools or

elementary schools. The idea is to meld technological advances and a wide variety of approaches to student work/learning with the traditional role the library has always played as the heart of the school.

- Short film provided a good overview: “Learning Commons in BC” by BC Libraries, available on YouTube.
- The learning commons would have 5 types of spaces: community spaces, private spaces, presentation spaces, display spaces and virtual space. Mrs. Bonn noted that the library already has many elements that would suit it being developed into a learning commons, and that the District would also be able to supply certain items, but PAC support would be appreciated as follows:
  - community spaces: white board table; 3-4 bean bag chairs; finding ways to convert our current computer lab into a “maker space” (e.g. maybe with a green board for students to use for filming); 2 book racks (District may supply)
  - private spaces: 2-3 egg chairs for private reading; study carrels (District may supply)
  - presentation spaces: a presentation cart
  - display spaces: a better-organized magazine rack that would encourage more use
  - virtual spaces: 6 iPads with keyboard cases; new computer table for search and sign-out; possible help developing a learning commons website
- Mrs. Bonn provided itemized costs and presented a 3-year implementation plan with costs for Y1 at \$2,000, Y2 at \$5,700, and Y3 at \$550+, depending on how the full learning commons comes together.

## 6. Treasurers' Report

Crescent Park Elementary PAC 2014-2015		
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### November 2014 Treasurer Report:

Prepared by: Erin Mazza & Laura Jones

Balances: Bank Balances		
Gaming Casino Fund School Grant	30-Nov-14	\$ 6,052.22
Crescent Park PAC	30-Nov-14	\$ 33,626.10
GIC Invested in 1 year term at 1.5% (Mar 30, 2015)	30-Nov-14	\$ 15,466.51
School Account (Left over from last year - Fieldtrips)	30-Nov-14	\$ 2,197.05
District Held PAC	30-Nov-14	\$ 2,517.94
		<b>\$ 59,859.82</b>

### Activity: to November 30, 2014

PAC General Account: November 30, 2014	Income:	Expenses:
Admin: Bank fees - October		\$ 68.39
Hospitality - coffee for Welcome Back		\$ 90.00
Hot Lunch Program	\$ 1,247.28	\$ 5,394.07
Fundraising - Spirit Wear	\$ 2,625.00	
Donation	\$ 500.00	
Fundraising - Family photo night	\$ 280.00	
Emergency Response		\$ 11.19
Integration Room - books & games		\$ 250.67
Technology - Printer for MACC Room		\$ 614.33
	<b>\$ 4,652.28</b>	<b>\$ 6,428.65</b>

Gaming Account: November 30, 2014	Income:	Expenses:
Emergency Response		\$ 772.13
Bank Fees		\$ 2.50
	<b>\$ -</b>	<b>\$ 774.63</b>

- After our discussion at last meeting, Erin M. looked into what PAC funds might still be held at school and District levels from the previous year. We have a school-based account that currently holds about \$2,200 in unspent funds (leftover funds from classroom accounts, etc., for instance from cancelled field trips late last year due to job action). There is also a District fund holding about \$2,500 in trust for us (money that was donated by parents, contributed via the RBC grant, etc.). This is all money we can spend going forward, in addition to our current budget, and doesn't hold the sorts of restrictions we have on other sources like gaming funds.
- Discussion turned to our general financial outlook and the issue of whether we will have a Spring Fling to generate funds this year. Two awesome parents, Nichole Gerllhays and Roxanne Black, stepped forward to serve as coordinators this year. A number of other parents have offered to take on donations, class art projects, and other parts of the

fundraiser, so we will find a way to get the planning started soon. Pam R. will get contact info for all the volunteers and put everyone in touch, and check with last year's coordinators about getting everyone up to speed.

- The PAC next discussed the proposals from the French Immersion teachers and Mrs. Bonn at length, and the excellent presentations they made. We also touched on the ideas of a new school mural at the entryway, which we will explore at our next meeting, and the Stream of Dreams environmental awareness program. Erin M. reviewed the numbers and it was determined that the PAC is in a good financial position, and able to do some of the bigger spending we have wanted to do, of excess contingency money we have accumulated over the past 5-6 or so years.
- The PAC determined that the Learning Commons was something we wanted to support, and that we would like to make the money available earlier than requested in the 3-year plan, in hopes of getting the updates made as soon as is feasible. Motion to approve current spending for the school's Learning Commons, as outlined by Mrs. Bonn, up to \$10,000, by Nichole G., seconded by Jackie V. Motion passed.
- The PAC also discussed supporting the French Immersion program with technology and determined that we may not be able to fulfill the full request this year, but will plan to spread out the funding over two years and hope to be able to meet that goal. Motion by Hilary G. and seconded by Erin M. that we approve \$5,000 in keyboard and iPad purchases, with every existing and new iPad having a keyboard case.
- Please see 2014-15 budget sheet attached as a separate pdf file and/or appearing at the end of these minutes.

## **7. Christmas hampers:**

- We are supporting 9 Surrey families this year, more than in previous years. We are collecting food as well as gifts. Hilary T. has sent information about the food donations out to the classes. Each class will be contributing to breakfast, lunch or dinner. The giving trees are up the school entryway – parents will come and choose items that they are able to give, take the tags, and return them with the gift donations.
- Hilary T. will be sorting and organizing the donations over the next two weeks, with the help of Mr. A'Bear and students, and would appreciate any parent help available Mon-Wed-Fri mornings.
- Jackie V. suggested the PAC donate Rubbermaid tubs for transporting the items, and will pick some up.

## **8. Lantern Festival:**

- The Lantern Festival is scheduled for the evening of Thursday, December 18. Usually held every other year, the lantern walk involves students and their parents singing Christmas carols as they go on a walk around the school grounds and immediate area, carrying lit-up lanterns the kids have made in their classes.
- Mr. A'Bear will send out a call for parent volunteers to help organize.

- The PAC will once again supply hot chocolate and cookies for kids upon their return to the school, and will send out a call for parent bakers to contribute.
- Discussion turned to grade 7 fundraising that usually happens around the holidays. Mr. A'Bear said information will come out soon regarding tree chipping and bottle drive plans. Nichole G. suggested the grade 7s could also sell some sort of snack or treat, perhaps on the last day of school. Mr. A'Bear will look into the idea(s) and coordinate with grade 7 students and parents.

## **9. Chinese New Year celebration**

- Lisa S. and a group of parent volunteers are planning a larger celebration this year, based on the great success of last year's. There will be the food portion as well as performances, cultural presentations, etc. The celebration will happen mid-February, and Lisa will bring more information about the plans to the January PAC meeting.

## **10. Other business**

- PAC constitution and bylaws: co-treasurer Laura Jones has volunteered to take on updating our bylaws and constitution, which are out of date. Anyone who would like to be on the committee and help out should contact Laura at [laura-jones@shaw.ca](mailto:laura-jones@shaw.ca).
- Math tutoring: Nichole G. wanted to let parents know that the math tutoring at Elgin is really good, based on her experience. There is a notice about it posted on the PAC info board outside the school office. The tutoring is for kids in grades 4-12, but they will also consider younger students if the students can bring their own worksheets.
- Community garden: Members of the steering committee for the new community garden going in on the other side of the main parking lot (in the clearing within the trees) came to the school on Friday and presented to members of the PAC. There is great potential for getting students involved in the garden, which will have not only community garden plots but a nature walk, revitalized native habitat, and educational opportunities. For parents who are interested in learning more about the garden, there is an information meeting being held in the Kiwanis Park Place (12850 26th Ave.) meeting room on December 11 at 7:00 p.m. You can also find information on their Facebook page (search "community garden Ocean Park").

Motion to adjourn made by Jackie V. and seconded by Louise W. Motion passed. Next meeting will be Monday, January 12, at 9:00 a.m., at the main school. [Budget sheet follows.]

CRESCENT PARK ELEMENTARY - PAC				
2014-2015 Budget to Actuals Report				
Category Description	2014-2015 Estimated Income	Actual Income (Nov 30)	Difference	Notes for 2014-2015
<b>INCOME</b>				
<b>Fundraising Income</b>				
BBQ's (Meet the Teacher Night)	500.00	200.37	299.63	
Family Portraits	400.00	280.00	120.00	
Fun Fair	1,000.00	0.00	1,000.00	
Spring Dance	9,000.00	0.00	9,000.00	
<b>TOTAL Fundraising Income</b>	<b>10,900.00</b>	<b>480.37</b>	<b>10,419.63</b>	
<b>Hot Lunch</b>				
Hot Lunch Income	50,000.00	25,110.65	24,889.35	
Hot Lunch Expenses	40,000.00	9,604.79	30,395.21	
<b>TOTAL Hot Lunch</b>	<b>10,000.00</b>	<b>15,505.86</b>	<b>-5,505.86</b>	
<b>Grants &amp; Misc.</b>				
Gaming Grants	5,980.00	6,520.00	-540.00	
Income Interest	200.00	0.00	200.00	
Income Other t-shirts and SD36	0.00	701.85	-701.85	
<b>TOTAL Grants &amp; Misc</b>	<b>6,180.00</b>	<b>7,221.85</b>	<b>-1,041.85</b>	
<b>TOTAL INCOME</b>	<b>\$ 27,080.00</b>	<b>\$ 23,208.08</b>	<b>\$ 3,871.92</b>	
	2014-2015 Budget (CURRENT)	Actual Expenses (Nov 30)	Difference	
<b>EXPENSES</b>				
<b>Administration</b>				
Administration exp. including bank fees	400.00	87.91	312.09	
Hospitality	400.00	543.09	-143.09	
<b>TOTAL Administration</b>	<b>800.00</b>	<b>631.00</b>	<b>169.00</b>	
<b>PAC Programs</b>				
Emergency Preparedness	900.00	783.32	116.68	
Gift Account - Leaving Teachers	800.00	0.00	800.00	
Scholarship Elgin & EMS	900.00	0.00	900.00	
Integration Room Supplies/Special needs	750.00	250.67	499.33	
Sports Day Snack	200.00	0.00	200.00	
Student Education Programs	2,000.00	0.00	2,000.00	
<b>TOTAL PAC Programs</b>	<b>5,550.00</b>	<b>1,033.99</b>	<b>4,516.01</b>	
<b>School Programs</b>				
Computers & Technology	6,000.00	3,243.33	2,756.67	
Field Trip Expense 356kids/\$15	5,340.00	5,340.00	0.00	
Fine Arts Performances	3,000.00	3,000.00	0.00	
Library Fund	1,800.00	0.00	1,800.00	
Fine Arts Supplies	600.00	0.00	600.00	
PE Equipment	500.00	0.00	500.00	
Classroom Improvement Fund	1,435.00	0.00	1,435.00	
Student Leadership	500.00	0.00	500.00	
Sports (tennis, gymnastics, inline skating)	3,600.00	0.00	3,600.00	
Teachers Fund \$200/13 divs+Music+FSL+LST+IN	4,000.00	4,000.00	0.00	
<b>TOTAL School Programs</b>	<b>26,775.00</b>	<b>15,583.33</b>	<b>11,191.67</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 33,125.00</b>	<b>\$ 17,248.32</b>	<b>\$ 15,876.68</b>	
<b>NET (Income - Expenses)</b>		<b>-6,045.00</b>		