

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

**Minutes of the meeting on Monday, March 2, 2015**

---

**In attendance:**

Jackie Vuilleumier      President  
 Laura Jones              Co-Treasurer  
 Erin Mazza                Co-Treasurer  
 Pam Robertson        Secretary  
 David A’Bear             Principal

Nichole Gerllays	Laura Langton	Adam Harmer
Hilary Gottschalk	Kyung-hwa Chung	Jenny Kepter
Melany Barnsley	Katherine Botelho	Lisa Shao
Louise Witt	Kristine Jun	

**1. Welcome and introductions:**

Meeting commenced at 9:05 a.m. and introductions were made around the table.

**2. Treasurer’s Report**

Crescent Park Elementary PAC 2014-2015		
<b>February 2015 Treasurer Report:</b>		
Prepared by: Erin Mazza & Laura Jones		
<b>Balances: Bank Balances</b>		
Gaming Casino Fund School Grant	28-Feb-15	\$ 2,577.89
Crescent Park PAC	28-Feb-15	\$ 40,011.23
GIC Invested in 1 year term at 1.5% (Mar 30, 2015)	28-Feb-15	\$ 15,503.97
School Account (Left over from last year - Fieldtrips)*	28-Feb-15	\$ 2,197.05
District Held PAC*	28-Feb-15	\$ 2,517.94
<i>*need to confirm current amounts</i>		<b>\$ 62,808.08</b>
<b>Activity: to February 28, 2015</b>		
<b>PAC General Account: February 28, 2015</b>		
	<b>Income:</b>	<b>Expenses:</b>
Admin: Bank fees - January	\$ -	\$ 41.30
Hot Lunch Program	\$ 3,101.45	\$ 7,802.28
Admin: PAC Bulletin Board/Paint		\$ 70.04
School Programs: Social Media Night		\$ 24.89
School Programs: Chinese New Year		\$ 74.19
Spring Fling: Posters		\$ 13.03
Technology: 10 iPads for French Immersion		\$ 4,639.04
	<b>\$ 3,101.45</b>	<b>\$ 12,664.77</b>
<b>Gaming Account: February 28, 2015</b>		
	<b>Income:</b>	<b>Expenses:</b>
Bank Fees		\$ 2.50
Elgin Scholarships (2@ \$300)		\$ 600.00
Library Commons - 5 iPads		\$ 2,353.12
Leadership Shirts		\$ 605.06
	<b>\$ -</b>	<b>\$ 3,560.68</b>

- After presenting the monthly report, Erin M. noted that even though we have purchased a number of larger items for the school this year, and some of that money is still to be dispersed, we are projected to be in a very healthy financial position at the end of the year. This would be the time for us to think about major projects or purchases we could undertake in the coming months or year(s). It would be great if parents who have ideas for big ticket items or projects at the school could let the PAC executive know or come to upcoming meetings and share their thoughts.
- The GIC we have at the bank is coming up for renewal – motion was made by Laura L. for the treasurers to roll that money over for another year, seconded by Jackie V. Motion passed.
- Melany B. enquired about whether we had discussed having the PAC help support the grade 7 grad celebrations. The PAC secretary will check back in the minutes, but the parents on hand mostly seemed to remember committing to the same amount as last year (\$250). And suggesting this be added as a line item on the budget sheet if the PAC is planning to help out annually.
- The budget to actuals sheet follows these minutes.

### **3. Minutes of the February 2015 meeting**

Motion to approve the minutes from the February meeting made by Melany B., seconded by Jackie V., motion passed.

### **4. Principal's Report**

#### **Lunar New Year**

Thank you to Lisa Shao and all parents that helped make our Lunar New Year celebration a huge success. Students clearly enjoyed the decorations, the presentations and, of course, the delicious food. It was awesome to see the entire school eating in the hallways and celebrating together.

#### **Grade 7 Fundraising Bingo Night**

Thank you to all of the grade 7 parents who volunteered their time for the bingo night. It was a very profitable evening for the grade 7 students. In total, the profit for the evening was \$1,230, which brings the overall fundraising total to \$2,612.40.

- Louise W. thanked Melany B. on behalf of the grade 7 parents and the PAC for the huge amount of work she put in to make the bingo night a success.

#### **Social Media and Devices**

We had our Social Media and Internet Safety evening presentation 2 weeks ago. It was a very informative meeting with over 30 parents in attendance. I sent home a Social Media document created by students from across BC in my weekly email this past week and I encourage all parents to review it with their child(ren).

### **Ongoing school initiatives**

- Main Entrance Mural – The deposit for the mural has been paid and Ms. Hildebrand, myself and several students will be meeting this week with Jason Craft to begin planning.

### **Late French Immersion**

- Our late FRIM registration went extremely well. Once again, we will have a full classroom.
  - In discussion, Mr. A’Bear confirmed that our total enrollment to date was 58 students. However that number can decrease over the summer due to movement.

### **Maker Space**

- Our Maker Space materials arrived two weeks ago (kits for both primary and intermediate). The Maker Space development was a successful grant that our staff was a part of last year. Staff members have met as a committee and we have come up with a plan to integrate it into the curriculum. I will be presenting Maker Spaces next PAC meeting.
  - For those who don’t know, Maker Spaces are school areas devoted to creative building and idea development, along the lines of hands-on engineering fun and learning using building materials, Lego, tools, etc. There was discussion by the committee that the maker space will be housed in the computer lab but that will be discussed further at a staff meeting.

### **Annex Expression of Interest**

Beginning in April, a notice will be sent to kindergarten students regarding an opportunity for children entering grade one to choose to attend the Crescent Park Annex. This is a unique multi-age community class located down the road from the main school. Expressions of interest should include academic and/or social reasons why you think this placement will be a good fit for your child.

### **School Goal/Inquiry**

Mr. A’Bear gave a presentation on our school goal and the shift to collaborative inquiry among school staff as a means of not only developing shared strategies for teaching and learning, but also as a framework on which our whole learning model will be moving forward (as is also reflected in the shifts in reporting on student achievement that we have seen in some school classrooms so far). Fortunately, we have been able to move away from the strict curriculum-regulated measures and limits to develop methods of teaching and assessing that reflect what

is really happening in the classrooms, and communicate that in more interesting ways with parents.

Key parts of the process:

- Developing a common language through assessment.
  - Aligning systems through assessment.
  - Developing our school goal through assessment and a lens of inquiry.
  - I will have the inquiry write-up complete for after spring break and am requesting the SPC (school planning council) members, once confirmed, review it with me.
- 
- Mr. A’Bear will look into what SPC requirements we need to fulfill, and parent volunteers will be called out for based on those requirements.
  - This is a more team-based process that brings teachers with specific areas of interest together to share their skills and knowledge.
  - Parents should expect to see more in-depth reporting on their children’s development, presented in more active and engaging ways from those teachers involved in our Communicating Student Learning Pilot
- 
- Mr A’Bear also noted that Crescent Park will be what is known as a “hub school” this summer, serving students from Ocean Cliff, Chantrell and Ray Shepherd, with lots of programs running for students who are referred by their classroom teachers. The session is July 6th – 17th from 8:30 a.m. to 12:30 p.m., and will feature programs like extra support in reading and math, a French Immersion Transitions program for kids entering late immersion, and a grade 7 Transitions program to help kids get ready for high school.

**Dates to remember:**

**March 2nd – Term 2 Report Cards sent home**

**March 4th – Early Dismissal @ 1:30 pm for Parent-Teacher interviews**

**March 6th – Last Day before Spring Break**

**March 25th – Class Photos**

- One parent also mentioned that the Elgin info sign noted a date in early April for a meeting of grade 7 parents/families.

## **5. Spring Fling Update**

Nichole G. provided the PAC with a general update – the planning for the parents’ night out is going well, and the committee has had some great donations come in for the live and silent auctions. We could always use more, of course, so any parents who have products or services that would be worth including are encouraged to contact the organizers, whose info is sent out each week in the PAC weekly update. Again, this is our primary annual fundraiser, and parent

support is crucial to having a great night. The classroom art projects are also all underway (some even completed), and Nichole would like to arrange for display at the school in the week(s) ahead of the fundraiser, and will work with the office to make that happen.

- Tickets are currently on sale but sales have been slow – various parents noted that this is still very early on, and parents are more likely to buy closer to the date. This year we are also lucky to have a good stretch of time between spring break and the spring fling, so that will be the time for a big ticket sales push.
- One parent asked generally about how parents arrange child care for that night, and a few parents commented that if trained, age-appropriate babysitters are available for that night, whether Elgin or CP students, they or their parents might think about advertising that fact to other school parents somehow.

## **6. Floor Ball**

As a late addition to the agenda, Mr. Henderson (who is not only a grade 7 teacher in our school but also the president for sports for elementary schools in the district) spoke to the PAC about floor ball, which is a sport that has come here from northern Europe and has replaced ball hockey in a number of areas. Featuring very light equipment, floor ball takes away a lot of the physical harm that happens during floor hockey, and is very conducive to the gym environment for grades K to 7. Mr. Henderson said it is more like putting hockey and soccer together, when it comes to skills development, and asked if the PAC could support buying the equipment for the school.

- Mr. Henderson also commented on the outdoor basketball hoops and how kids would benefit from having new rims and nets purchased. He will look into the prices and bring the information to the PAC.
- In discussion, the parents at the meeting liked the idea of floor ball. Motion made by Jackie V. to support the purchase of floor ball equipment for school, up to \$1,000 dollars, seconded by Laura L. Motion passed.

## **7. Other Business**

### **Constitution and Bylaws**

Laura J. updated the PAC on the C+B review and revision process. Copies of the draft C+B were provided to interested parents, and anyone else who would like to review the draft is welcome to contact Laura, whose contact info is provided in every weekly PAC email update. The parents reworking them will set up a meeting in advance of our April PAC meeting to finalize any outstanding issues and the final draft will be presented at the April PAC meeting for adoption. According to our bylaws we are required to give two weeks' notice of changing the C+B, so Pam R. asks that you consider this update right here in the minutes to be that notice.

- Parents at the meeting all extended their thank-yous to Laura for undertaking this major bureaucratic task.

### **DPAC Update**

Laura J. reported that last week's DPAC meeting had two speakers, one from the BCCPAC (the provincial PAC organization, primarily a lobbying group) who spoke about why BCCCAP memberships are worthwhile, and the other speaking about alternate student achievement reporting methods (along the lines of what we have been hearing from Mr. A'Bear). Laura J. and Pam R. both noted how these meetings, held on the third or fourth Wednesday nights each month, are super-informative, and worth any parents attending (the meetings are completely open to all parents). Laura has posted the details about the next meeting, April 22 at 7:00 at the District offices, on the parent info board. Or any parent could contact Laura or Dione C., our DPAC rep, for details.

## **8. Open floor**

- Jenny K. asked about the fairy gardens area and the garden updating we have been expecting. Mr. A'Bear confirmed that the work order has been issued for the work and next step will be ordering the garden containers at the time needed.
- Nichole G. asked about the possibility of creating some sort of school yearbook, on a minor scale, like the school used to do. We already have amazing kids (like Ben) doing so much work on school photography that we could use class photos and other photos taken by parents and kids to create an annual. One concern noted by Pam R. was the need to possibly have a parent and/or teacher sponsor with time and energy available. Logistics will have to be thought about, but Nichole G. volunteered to help out. Mr. A'Bear agreed that it was an interesting idea but would have to look for ways it could be incorporated into our current programs.
- Hilary G. asked about the front corner small garden outside the fence at the corner of 128 and 24, which the crossing guard has done a lovely job of looking after but sometimes needs cleaning up. General consensus was that parents can step in and garden as they see fit, it would be greatly appreciated, but Mr. A'Bear will go have a look at the space.
- Pam R. asked about how the community garden plans for the other side of the parking lot were going on the school side, and Mr. A'Bear noted that he had a good planning meeting with the planners last week that brought the school's concerns to the forefront.

Motion to adjourn made at 10:55 by Hilary G. and seconded by Laura L. Motion passed. Minutes recorded by PAC secretary Pam R. Note: these minutes are posted for early reference but will not be adopted until the next meeting. Our next meeting will be Monday, April 13, at 7:00 p.m., in the school library. Note that it is *not* the first Monday of the month as we are avoiding Easter Monday. [Budget sheet follows this page.]

**CRESCENT PARK ELEMENTARY - PAC  
2014-2015 Budget to Actuals Report**

<b>Category Description</b>	<b>2014-2015 Estimated Income</b>	<b>Actual Income Feb 28)</b>	<b>Difference</b>
<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	59,508.52	-9,508.52
Hot Lunch Expenses	40,000.00	27,365.78	12,634.22
<b>TOTAL Hot Lunch</b>	<b>10,000.00</b>	<b>32,142.74</b>	<b>-22,142.74</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	1,238.85	-1,238.85
<b>TOTAL Grants &amp; Misc</b>	<b>6,180.00</b>	<b>7,758.85</b>	<b>-1,578.85</b>
<b>TOTAL INCOME</b>	<b>\$ 27,080.00</b>	<b>\$ 40,381.96</b>	<b>-\$ 13,301.96</b>
	<b>2014-2015 Budget (CURRENT)</b>	<b>Actual Expenses (Feb 28)</b>	<b>Difference</b>
<b>EXPENSES</b>			
<b>Administration</b>			
Adminstration exp. including bank fees	400.00	204.25	195.75
Hospitality	400.00	847.95	-447.95
<b>TOTAL Administration</b>	<b>800.00</b>	<b>1,052.20</b>	<b>-252.20</b>
<b>PAC Programs</b>			
Emergency Preparedness	900.00	783.32	116.68
Gift Account - Leaving Teachers	800.00	53.11	746.89
Scholarship Elgin & EMS	900.00	600.00	300.00
Integration Room Supplies/Special needs	750.00	472.12	277.88
Sports Day Snack	200.00	0.00	200.00
Student Education Programs	2,000.00	99.08	1,900.92
<b>TOTAL PAC Programs</b>	<b>5,550.00</b>	<b>2,007.63</b>	<b>3,542.37</b>
<b>School Programs</b>			
Computers & Technology	9,777.00	9,304.22	472.78
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	1,800.00	0.00
Fine Arts Supplies	600.00	288.86	311.14
PE Equipment	500.00	476.70	23.30
Classroom Improvement Fund	1,435.00	585.43	849.57
Library Commons	10,000.00	2,353.12	7,646.88
Student Leadership	500.00	605.06	-105.06
Sports (tennis, gymnastics, inline skating)	3,600.00	0.00	3,600.00
School Mural	3,500.00	630.00	2,870.00
Teachers Fund \$200/13 divs+Music+FSL+LST+IM	4,000.00	4,000.00	0.00
<b>TOTAL School Programs</b>	<b>44,052.00</b>	<b>28,383.39</b>	<b>15,668.61</b>
<b>TOTAL EXPENSES</b>	<b>\$ 50,402.00</b>	<b>\$ 31,443.22</b>	<b>\$ 18,958.78</b>
<b>NET (Income - Expenses)</b>	<b>-23,322.00</b>		