

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

Minutes of the meeting on Monday, November 3, 2014

In attendance:

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

Catherine Newell	Kathy Matty
Trevor Mains	Melany Barnsley
Roxanne Black	Laura Langton
Katherine Botelho	Hilary Gottschalk
Nichole Gerllays	Theresa Ackles
Lisa Xiao	

1. Welcome and introductions:

- Meeting commenced at 7:00 p.m. and introductions were made around the table.

2 Minutes from the October 2014 meeting:

- Motion to adopt them made by Jackie V. and seconded by Laura L. Motion passed.

3. Principal’s report:

Thank You’s

Staff Appreciation Lunch

On behalf of the staff, I would like to thank the PAC for the staff appreciation lunch held in early October. Staff have signed a card of thanks for the PAC.

Meet the Teacher

Our Meet the Teacher night seemed to be a big success once again. Considering we had to make some major changes to this year’s event, it still went off without any issues. A special thanks to our parent and student

volunteers for all of your help with set-up and tear down. In particular, thanks to: Hilary Gottschalk, Theresa Ackles, Jackie Vuilleumier, Marc Paquette, Eric Paquette, Laura Langton, Nicole Zickler, Yoke Laotungjittong, Kamini Sharma, Anu Sharma, Rajwinder Atwal, Julie Spence and Pam Robertson

Halloween Patrol

Thanks to the many parents who helped out with security at the school and Annex on Halloween night. It was a soggy and cold night, but your assistance is appreciated. Special thanks to Richard Denman, Don Hack, Keith Langton, and Michael Wallace-Terry for your assistance at the Annex. Thanks to Clint Baker, Brad Black, Darren Martz, Marc Paquette and Lisa Xiao for your assistance at the main site.

Garden Project

Thanks to Katy Messcu and Pam Robertson for meeting with me to complete a risk assessment and review the new plan for our garden adjacent to the staff parking lot. That assessment has now been submitted to the District and we are awaiting approval. Once we receive that approval, facilities will come in and remove all existing planters that are severely weathered and greenery and then I will contact Jackie to purchase the new self-sustaining planters of various sizes. This process will still take a few months. Saying that, do we want to look at replacing the existing planters at the Annex, which will inevitably have to be replaced as well?

- Discussion ensued about the timing of the changes and whether kids will be able to play in that area in the meantime. Mr. A'Bear mentioned that facilities has already removed damaged planters, etc., that could have been considered unsafe; there's no set timing, but they might have the area cleared of all the old planters and unusable greenery before Christmas and we would bring in the new planters in the new year.
- Erin M. mentioned that the planters at the Annex are only three years old and should still have some life to them, although we could certainly think about the future of the garden area.

Leadership

We had over 40 applications from grades 6 and 7 students for our leadership program. I will be meeting with Mme. Goguen and Mr. Henderson tomorrow to determine who will be a part of that leadership team. To review, this facet of the leadership program is new and is encouraging grades 6 and 7 students to apply for a job within the school under my supervision. This will include Events and

Managers that organize noon hour games, set up the gym for events or other school events; Athletics that will help at sporting events, maintain sports equipment and recess equipment; and Technology, who will maintain all technology, create slideshows, and document learning inside the classroom.

As mentioned at the last PAC meeting, we will be making some changes to our leadership model this year. My hope was continue the Gr. 4-7 community leadership group model that began last year but with some revisions to how it is done. I have now met with teachers and it looks like we will be continuing the leadership model but integrating the program into the curriculum to make it more meaningful for all participants and make the program more accountable and measureable.

Clubs

Our art club will begin this week and I believe forms are coming in to teachers now. The art club will be on Thursdays at noon and will begin with the grade 2's and 3's who are interested.

- One parent asked if the Annex students would have a chance to be involved; Mr. A'Bear mentioned that he is currently speaking with Ms. Tomé about options.

Traffic Safety

The city contacted me to advise me that the front entrance construction has been delayed. They decided a better solution would be to install ultimate curb and gutter with concrete sidewalk for the entire school frontage. North side of 24 Avenue between 128 Street - 129A Street will be finished to the ultimate alignment. They are looking to complete the design this year and construction in 2015 (budget permitting).

In the meantime, they have issued the signage work order to restrict U-turns on 24 Avenue and work should be completed in the next 2 weeks.

Parent Info Nights

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.

New Curriculum

Staff will be meeting next Monday during Pro-D to review the new curriculum in grade groups and will analyze what is similar and what is different. They will then organize deeper questions that I will take to the District Helping Teachers so they can work with our staff in more depth. The Helping Teachers will also look at facilitating a parent info session as well.

Fresh Grade

In conjunction with the new curriculum, a staff inquiry group will be looking more in depth at formative assessment and how we can improve assessment and communication of the new core competencies with parents. Eight teaching staff will be joining the Fresh Grade inquiry. The main questions the group will be studying are:

How can digital formative assessment tools impact teachers and student learning?

How can formative assessment and the continuous growth of students be communicated that provides authentic examples?

This inquiry will not include all parents in the classroom, rather it will depend on the comfort level of the teacher and the comfort level of the parents.

- In discussion, Mr. A'Bear clarified that at the heart of the formative assessment inquiry is creating and exploring new ways for parents to have a window into their children's classrooms, both in terms of seeing what students are actually working on, and how teacher-parent communication happens. Also, that all levels of learners will be involved.

Fine Arts Performances

After lengthy discussions with the District and the artist, the Alex Zerbe performance will go ahead this Thursday, November 6th, at 9am. He will be charging the original price so no additional funds are needed.

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.

- Pam R. mentioned that Stream of Dreams has been discussed as a potential PAC project for the past few years. Theresa A. will work with the current treasurers to check to see when/if the funds were ever transferred to the school or into a District account.

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.

- One parent asked what the cost would be. Mr. A’Bear said that he didn’t know yet but could look into it, and also mentioned that Jason Craft makes a point of including the kids at the school in both conceiving and creating the artworks.

Wish list

I asked all staff for their wish lists and I now submit that to you for review. [Left for discussion during our continued budget review, next item.]

Dates to remember:

- November 6th – Alex Zerbe Performance at 9am**
- November 6th – Remembrance Day Assembly at 1:30 pm**
- November 7th – Individual Photo Day**
- November 7th – Family Photo Night (located in the Music room)**
- November 10th – Pro-D day (no school for students)**
- November 11th – Remembrance Day**

4. Treasurers’ report & budget review:

October 2014 Treasurer Report:
Prepared by: Erin Mazza & Laura Jones

Balances: Bank Balances		
Gaming Casino Fund School Grant	31-Oct-14	\$ 6,824.35
Crescent Park PAC	31-Oct-14	\$ 36,488.14
GIC Invested in 1 year term at 1.5% (Mar 30, 2015)	31-Oct-14	\$ 15,453.88
District Held PAC	31-Oct-14	

Sports Day (snack, water)	\$200
Computers & technology	\$6,000 (\$3,000 was pre-approved for MACC class)
Library fund	\$1,000
Sports (specialty program)	\$3,600

- Items revised based on discussion and changing needs:

Hospitality upped to \$400 – the PAC holds more events now that fall into this category.

Emergency preparedness changed to \$900 (down from \$1,800) – Hilary G. and Nichole G. noted that the emergency bin does not need the extensive overhaul it needed last year, but that our large increase in enrollment means that many more supplies are required. At the last meeting the PAC pre-approved \$500 to get the updating started, but Hilary and Nichole now estimate \$900 will be needed. That will also include extra bins for the Annex class so they are covered at both the Annex and the main school.

Fine arts/performing arts supplies revised to \$500 (down from \$750).

PE Equipment revised to \$500 (down from \$2,200 last year for equipment overhaul).

- There was much discussion about the staff wish list and which items could/should be included in the budget, and which items we would vote on separately. It was determined that the initial budget should reflect ongoing and predictable expenses as much as possible for basic planning purposes and the benefit of next year's PAC, and additional items should be considered separately.
- Motion was made by Kathy M. to approve these items in the budget, seconded by Laura L. Motion passed.

Staff wish list

- Mr. A'Bear went through the requests he has received from teachers and the rationale supporting each of the requests. Roxanne B. requested that the PAC consider increasing the integration room funds beyond the amount initially requested, as the books, games and other supplies in the room are extremely outdated, with many of them unusable.
- After much discussion, the following additional funds were approved (motion made by Laura J., seconded by Pam R., motion passed) for wish list items:

Library fund – \$800 (this brings the total up to what we ended up approving last year)
 Integration room – \$500 (updating books, games, supplies, etc.)
 Technology – \$1,777 (a printer, a projector, speakers, needed cords and adaptors, etc.)
 Fine arts – \$600 (art racks, music player)
 Student leadership/Student ed programs – \$500 (leadership jerseys; can come out of gaming grant funds)

Classroom improvements – \$1,585 (general items for numerous classrooms)

- Other items remain on the list for further discussion. Mr. A’Bear said that Mrs. Bonn would like to speak to the PAC about plans to turn the library into a Learning Commons, and she will be invited to come to an upcoming PAC meeting. The PAC would also like more information about a couple of big ticket requests on the wish list from other divisions and some other items that didn’t have dollar amounts supplied. We can discuss those at another meeting.
- Please see 2014-15 budget attached as a separate pdf file.

5. Report on Welcome Back/Meet the Teacher & Staff Appreciation Lunch:

- This item was covered in earlier discussion, and with meeting time tight does not need further discussion now.

6. Walk to School month:

- At the last meeting we talked a bit about this plan and Mr. A’Bear’s plans to tie it to the leadership program but that hasn’t happened yet and the weather has been awful, so we are not moving ahead on walk to school plans for now.

7. Earthquake bin

- In addition to planning for the 2 extra bins for the Annex class, Hilary G. and Nichole G. pointed out that there is a lot more planning and action needed on the Annex having access to their bins, and what emergency process would be in place if that class needed to come up to the main school. (E.g. how would they transport their supplies, if that was necessary?) Also, the issue of where the Annex supplies are stored is ongoing – they must at least be on the upper floor, and ideally there should be some sort of outdoor storage. Mr. A’Bear noted that anything installed outside by the District would be very expensive. We will continue to look into the issue – maybe there is something secure we can construct on our own.
- Hilary and Nichole also noted that while they were updating the container at the main school they noticed mildew inside, likely due to the tents being stored in there wet. The tents are also being improperly stored and restrict access to the emergency supplies. They repeated their request to have the tents stored elsewhere.
- Discussion shifted to emergency preparedness in general and how some parents are concerned about the lack of emergency phone trees, which have not been compiled this year due to District privacy concerns. In addition, parents spoke about the reasons why classroom lists and class parents are useful in these sorts

of areas. Discussion will have to continue.

Meeting reached full time. Items on the agenda to be tabled for next meeting:

Bulletin Boards

Spring Fling – Committee

- Jackie V. noted that we desperately need a group of parents to step forward and coordinate and plan the Spring Fling, our major fundraiser. Pam R. will help her come up with a notice to include in the next PAC weekly update.

Other Business

Motion to adjourn made by Katy M. and seconded by Erin M. Motion passed. Next meeting will be Monday, December 1, 2014, in the library.