

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

Minutes of the meeting on Monday, October 6, 2014

In attendance:

David A'Bear	Principal
Katy Messcu	President
Tanya Denman	Vice-President
Laura Jones	Co-Treasurer
Erin Mazza	Co-Treasurer
Pam Robertson	Secretary
Dione Costanzo	DPAC Representative

Tannis Pratt
Claudia Koehler
Jackie Vuilleumier
Louise Witt
Rozina Ali
Roxanne Black
Shivaun Martz
Katherine Botelho
Nichole Gerllays

Robert Doolan
Jennifer Doolan
Sue Soo
Melany Barnsley
Laura Langton
Clint Baker
Nicole Zickler
Hilary Gottschalk

1. Welcome and introductions:

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

2 Minutes from the June 2014 meeting:

- Motion to adopt them made by Jackie V. and seconded by Erin M. Motion passed.

3. Principal's report:

Class Organization

- Class organization is complete and students are settling in well. Our current student enrollment is 356 students. Because of the high number and turnover in staff, it was important that we as a staff followed a thoughtful process so that classes could be balanced properly.
- Our classroom teachers are:

Mme Goguen Gr. 7 FRIM Div. 1

Mr. Henderson Gr. 7 Div. 2
Ms. McKnight Gr. 6 Div. 3
Mme Cyrenne Gr. 6 FRIM Div. 4
Ms. Sipocz Gr. 5/6/7 MACC Div. 5
Ms. Gray Gr. 5 Div. 6
Mr. Fleming Gr. 4/5 Div. 7
Ms. Huxtable Gr. 4 Div. 8
Ms. Spoor Gr. 3 Div. 9
Ms. Tome Gr. 1/2/3 Annex Div. 10
Ms. Burrige Gr. 2/3 Div. 11
Ms. Jack Gr. 2 Div. 12
Ms. Hildebrand Gr. 1 Div. 13
Ms. Wolley K/1 Div. 14
Ms. Frew/Ms. Koehler K Div. 15
Ms. Askew LST
Ms. Redding LST

Meet the Teacher

- Our Meet the Teacher night will be this coming Thursday, October 9th. Teachers will be available from 4:30 to 5:30 in their classroom. Families will then be welcome to enjoy pizza in the gym and I will give a short introduction to the year at 6:00 pm. Is there anything specific that PAC would like me to address? – Issues like parking and safety were discussed.

Garden Project

- As mentioned last year, we are in the process of overhauling our garden adjacent to the staff parking lot. In order to do this, I am looking for 1 or 2 volunteers to sit with me and create a risk assessment so that we can be approved for the new garden.

Leadership

- We will be making some changes to our leadership model this year.
- My hope is to continue the Gr. 4-7 community leadership group model that began last year but with some revisions to how it is done. I will be meeting with those teachers shortly.
- Saying that, I met with Grades 6 & 7 students last Friday and introduced our new formal leadership group idea. All grade 6 & 7 students are invited to apply for a leadership job that interests them within the school.
- 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.

- Students will require a previous teacher's reference if a returning student and their current teacher if a new student. A committee of teachers will select the leaders.

Clubs

- As mentioned last year, there will be two new extra-curricular clubs starting soon... these are the Arts club that will focus on various elements of art and a drama club. Other clubs will be formed through our leadership group.

Athletics

- Due to the late start of school, the District cancelled all cross country and soccer programs for this year. Volleyball will begin shortly.

Terry Fox

- The Terry Fox Run was a huge success once again this year. We received banners from the foundation last year and we will hang those shortly. The weather cooperated and all kids participated with smiles on their faces. I don't have a final total of money raised yet but should by the end of the week.

New Parent Meeting

- Our new families welcome was a huge success and I received many emails afterwards thanking the school for holding this event. Thank you to all of the parents who volunteered their times to make treats, order coffee and tea and facilitate discussion at the tables.

Fire/Safety Drills

- All drills will take place this week:
 - Fire Drill on Wednesday, October 8
 - Earthquake Drill on Thursday, October 9
 - Lockdown Drill on Friday, October 10

Traffic Safety

- I met with the City in early September and there will be some traffic changes coming to the front of the building. They will be minimizing the PUDO area to one lane and cars will be encouraged to park along the gravel on 24th Ave, in the parking lanes on 128th or in the Parks and Rec parking lot just off of 128th Street.
- We also discussed concerns in that parking lot and the proposal for a curb to replace the speed bump running down the middle of the parking lot is being considered. I have invited the city back to see that parking lot in action.

Wish List

- We have not compiled a full list of needs yet and I am looking for your permission to begin that process. – It was decided that due to the late start of school we can

discuss most purchases for the school and individual classrooms at our next meeting in November.

- We have a new division (Ms. Sipocz), which means they do not have technology other classes have. Is it possible to purchase:
 - laptop computer for teacher use
 - an iPad and projector to use with document camera and Apple TV.
- At this point can we also ask for field trip funds (\$15 per student) and classroom funds (\$200 per class – including music, FSL, LST, integration teacher), same as last year?

Fine Arts Performances

- As in the past, four performances have been booked. Saying that, I just received word that ArtStarts may not be funding these any longer so some changes may need to be made. I will update you as soon as I have those conversations
 - Alex Zerbe – November 6 TBD based on fees.
 - HOJA – January 15
 - Ache Brasil – May 6
 - Anne Glover – June 3

4. Treasurers' report:

- Report covering three months submitted by Claudia Anderson and Sue Soo, the treasurers from 2013-14. Overall, 2013-14 was a very successful fundraising year, for all of our primary fundraising efforts.
- Most parents donated the monies paid ahead of time for the two hot lunches cancelled in June due to the job action. We will be using those funds to pay for a student event or two this year, such as a pizza day or whatever we come up with as a fun idea.
- The \$15K GIC will roll over this fall. Theresa A. reminded the PAC that this money was originally fundraised by families whose kids are older now and may not even be at the school, and that the PAC has been looking for a good, big project to invest in for the school for a few years. Ideas have included a new mural for the primary end and school gardens (gardens which the District has now taken over responsibility for). Note: District will only be installing the gardens; the school community will be responsible for care, so we need to decide what that looks like. Parent ideas for larger projects are welcomed.
- Nichole G. pointed out that the emergency preparedness bin in the parking area will need investment, particularly due to the increase in students at the school. After some discussion, it was also decided that we should revisit the need to have an outdoor storage container on-site for the Annex supplies, which are currently stored indoors at the Annex. We may have to contact the District about options.

- Claudia K. clarified that the Grade 7 item is an anomaly on the list and balanced out, as it just involved the PAC stepping to help with the logistics of the Grade 7 camp going ahead as a parent-run event during job action.

Bank Balances

<u>ACCOUNT</u>	<u>DATE</u>	<u>BALANCE</u>
Gaming Casino Fund School grants	Aug. 07, 2014	\$309.35
GIC invested in a one year term at 1.5%	Aug. 07, 2014	\$15,202.50
Crescent Park Parents Advisory Council	Aug. 07, 2014	\$30,264.43
District held PAC Acct GL-057	Aug. 07, 2014	\$0.00

Expenses for period between May 08 – Aug. 07 2014

Hot Lunch	-\$8694.30	(*Casino Acct* -\$1678.17 Art Supplies -\$784.44 Camera
Bank Fees	-\$46.39	-309.35 Eco patrol tshirts -10.00 bank fees)
Spring Fling	-\$416.06	
Gifts	-\$442.20	
T-Shirts	-\$2453.00	
Sports Day	-\$40.08	
Fun Fair	-\$4193.80	
Integration Room	-\$207.39	
Library	-\$800.00	
Tennis	-\$1020.00	
Computers	-\$3607.74	
Grade 7	-7424.80	

Income for period between May 08 – Aug. 07 2014

Interest	+\$0.00
Hot Lunch	+\$33.00
Fun Fair	+\$5942.00
T-shirts	+\$25.00
Grade 7	+\$7469.86

CPPAC Account Balance May. 08 2014	+\$46,140.33
Total Expenses	-\$29,345.76
Total Income	+\$13,469.86

CPPAC Account Balance Aug. 07 2014 +\$30,264.43

- While October is usually our budget month, when we would decide the budget for 2014-15, it was determined that we cannot move ahead on many of our budget items without more information and preparation. However, due to funds being needed now in key areas, the PAC decided to go ahead and approve those line items we can project the needs on. Co-treasurer Erin M. ran through the budget sheet, explaining the various items for new parents, and the PAC determined which items we could vote on now. The rest of the budget for 2014-15 will be voted on and set at our next meeting.
- Please see attached file for the budget sheet from last year. Our new budget will be set at the November meeting.
- The items needing immediate attention (or not needing further review) were:

Administration – increased to \$400 due to increasing bank fees

Emergency preparedness – initial approval of \$500 to update the container to cover the many new students at the school and other updates needed

Integration Room Supplies/Special Needs – \$250

Student Education Programs – \$2,000

Computers & Technology – up to \$3,000 to outfit the new division at the school to the level of other classes (Div. 5 MACC classroom) in terms of technology.

Field Trip Expenses (per class) – \$15/student, based on 356 students, so \$5,340

Fine Arts Performances – \$3,000

Sports (a special program later in the year) – \$3,600

Teachers' Fund (\$200/division + Music, FSL, LST, INT) – \$4,000

- Motion was made by Nichole G. to approve these items in the budget, seconded by Laura L. Motion passed.

5. PAC executive elections:

- PAC positions have remained unfilled from the May/June election process. Jackie V., who was previously voted in as Secretary, has put her name forward to serve as PAC President. We still have an opening for a Vice- or Co-President, who would support the President and the general workings of the group, and we could use a co-secretary, as the current secretary has a hard time making morning meetings sometimes. If you can help out, please contact the PAC Exec.
- Dione C. was nominated at the end of last year to be our DPAC (District PAC) rep, to keep us informed of what's going on at a District level. Motioned by Erin M. and seconded by Pam R. Dione was voted in unanimously as our DPAC rep.
- Jackie V. was nominated to be the PAC president for 2014-15. Motioned by Louise W. and Hilary G., passed unanimously.
- One parent suggested that minutes should be out earlier than they have been; the secretary will try to be speedy.

- We could still use a back-up (co-) secretary to help, particularly for morning meetings, if the current secretary can't be there. Please contact the PAC exec if you can help.

6. Meet the Teacher Night/Pizza Welcome Night:

- Couldn't do our usual BBQ due to time constraints and weather concerns this year but the PAC is running a pizza night after the meet the teachers evening.
- More volunteers are needed for serving. A few parents at the meeting stepped up.

7. Staff appreciation lunch:

- Unfortunately, the Staff Appreciation Lunch we hold every year in June had to be cancelled for last year. However, the parents at the school would like to do something for the teachers and other staff to show how much we appreciate their hard work, as well as the extra efforts they all put in during the 48 hours leading up to full job action in June. Other schools cancelled all events; our school managed to run sports day, Grade 7 camp (parent-run), and other endeavours.
- The idea is to have a simple catered lunch this Friday to show our appreciation. Motion to approve up to \$400 to hold the lunch, motioned by Jackie V. and seconded by Louise W. Motion passed.
- Sue S. mentioned that we might consider doing a treat-sharing event for teachers for Christmas.

8. Walk to School Day

- The PAC discussed options for our "walk to school day" plans – we usually hold one in the fall. It was decided that this year we will look to have a broader plan (ideas included "Walk to School Wednesdays"/"Wednesday Walkers") and perhaps tie in with a school club like the EcoPatrol.

9. Halloween Patrol

- Every year parents from the school help patrol the school grounds on Halloween night to prevent vandalism. Mr. A'Bear needs about eight volunteer parents this year – please contact him if you can help out
- Mr. A'Bear noted that there has been a steep increase in vandalism at the school lately, including damage to the roof.

10. Other business

- Constitution and bylaws – Katy M. recommends that the PAC executive look at our old bylaws and consider updating them.
- Dione C., our DPAC rep, wanted to remind parents that the municipal election will be held on November 15, 2015. Surrey residents will elect one mayor, eight

city councillors and our Board of Education. The Surrey Board of Education is made up of seven Trustees who are **elected Officials** and have the following responsibilities:

- Determining educational goals and priorities
- Setting district budgets (the Surrey School Board has a budget of \$588 MILLION dollars)
- Establishing policies
- Planning for the future of the Surrey School District
- Communicating with the people of White Rock and Surrey about educational matters
- Overall achievement of all students
- There are 120 schools and over 70,000 students in the Surrey District. In the 2011 election there was 25% voter turnout. This is a relatively small group of people choosing our trustees that have huge responsibilities. EVERY VOTE counts even if you pick ONE Trustee that you like and vote for them you can make a difference!
- Who are the School Board Trustee candidates? Candidates include: Bob Holmes (DPAC President) , Terry Allen, Laurie Larsen, Shawn Wilson, Gary Tymoschuk, Charlene Dobie, Kirsty Peterson, Niovi Patsicakis, Patricia Enair, Sara Sharma, Rayman Bhullar.
- Be informed - watch and read election news and take advantage of any opportunity to meet and talk to Candidates. Meet the Candidates! On October 22 the Surrey District PAC is hosting an all candidates meeting. At this meeting the Trustee candidates will introduce themselves, talk about their platforms and take questions from the audience. It is a great opportunity to see who is running!
Date: October 22
Time: 7pm
Location: District Education Office, 14033-92 Ave., Surrey
Registration: OPEN TO ALL PARENTS
- Election and Voter information - <http://www.surrey.ca/election2014/>
- Discussion came up over whether we want to continue our membership in the BCCPAC, a provincially organized group of PACs. While PACs and DPACs are run according to the Schools Act, the BCCPAC is not yet legislated and acts as more of a lobbying group. We will get more information and discuss at our next PAC meeting.

Motion to adjourn made by Katy M. and seconded by Laura L. Motion passed. Next meeting will be Monday, November 3, 2014, in the library.