

Crescent Park Elementary PAC October 2017 Monthly Meeting

Date: Tuesday October 9, 2017

Location: Library

Time: 7:00-9:00 pm

Attendees:

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| <ul style="list-style-type: none"> • Kathy Matty (President) • Heather Seabrook (Vice-President) • Erin Mazza (Secretary) • Sue Vanin
(Co-Treasurer) • Carla Perrin (Co-Treasurer) • Kate Colter (Principal) | <ul style="list-style-type: none"> • Hilary Gottschalk • Katherine Botelho • Pam Robertson • Jackie Vuilleumier • Tara Bittner • Erica Owusu-Ansah |
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Item:	Discussion:	Action/Follow-up:
Call to order	Kathy Matty called the meeting to order at 7:02.	
Minutes	Kathy motion to approve, Heather seconded, everyone passed.	
Principal's Report	PAC MEETING Principal's Report October 10, 2017 <i>This month at school...</i> <ul style="list-style-type: none"> • Divisions 8-11 participated in LIFEcycle Bike Safety program on Oct. 3rd for a 40 minute 'CycleSmarts' in-class presentation as well as a 90 minute 'BikeWise' bicycle training session on the school field on Oct. 10th. • Ms. McClure's grade 4 class is participating in the Roots of Empathy program this year and had their introductory class on Oct. 4th. • Oct. 15-19 is Walk and Run to School Week. • Ms. Goguen has organized staff sponsored clubs for our Gr 6 & 7s. These will run at lunch each Tuesday. Clubs include: Arts, Fashion Designing, Global Citizens, Chess, Games, Dancing, Coding, Robotics, Sports, Needle Craft, Writing, Cooking, Maker Space, Drama, and Book Club. Students will enjoy the club of their choice for the first half of the year and then have the opportunity to select a new club for the second half of the year. Response from PAC: Question on "Destination Imagination". Is this a program we could bring back to Crescent Park? In addition, can we increase the amount of leadership activities that take place during lunch to reduce the amount of time kids are taken out of class. <i>Staffing...</i> <ul style="list-style-type: none"> • No changes to report this month <ul style="list-style-type: none"> • <i>Health & Safety...</i> 	Request to Ms. Colter for more leadership opportunities at lunch to reduce time taken away from the classroom.

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	<ul style="list-style-type: none"> • Our first fire drill of the year went off without a hitch. All students exited the school in 5 minutes and 19 seconds. Our second fire drill is scheduled for Oct. 18 or 19th (weather permitting). • All of our Educational Assistants have received seizure training and two have received diabetes training from our Fraser Health nurse. In addition, all of our EAs have been trained in Non-Violent Crisis Intervention (NVCI). • Our First Aid attendants this year are Mrs. Spoor, Mr. Wiebe and Mrs. Laskiwski <p>Upcoming...</p> <ul style="list-style-type: none"> • Booking request for ArtStart presentations have been received and we are awaiting confirmation of dates for two of the three following presentations: <ul style="list-style-type: none"> ○ Canadiana Musical Theatre Company – Emily Carr – Small Wonders – March 7th at 10:40am <ul style="list-style-type: none"> ▪ K-9, 45 minutes in duration, www.canadianmusical.com ○ DuffleBag Theatre <ul style="list-style-type: none"> ▪ K-7, 50 minutes in duration, www.dufflebag.com ○ Rock the Arts (Puppet Show) <ul style="list-style-type: none"> ▪ K-7, 60 minutes in duration, www.rockthearts.ca <p>Other... <i>Welcome to...</i></p> <ul style="list-style-type: none"> • Two Elgin Park Secondary students. Hudson Mackie is working with Div. 16 & Sarah Friesen and Ally Adachi is working in Div. 13 with Heidi Jack. • Three UBC SEL practicum students who will be enjoying weekly Thursday visits at Crescent Park as well as a two-week practicum in November and a final practicum from April to June. Michelle Sterling will be in Div. 11 with Wendi Spoor, Andrea Temple will work with Laura Gray and Div. 7, and Laurel Dominique will enjoy the Kindergarten / Grade 1 experience with Kelly Shuto. <p>Scholastic Book Fair</p> <p>Please remind your students and parents that the Scholastic book fair will take place from October 25-27. Books will be on sale daily from 8:00-9:00am, 11:45-12:30pm and 2:30-3:30pm. Ms. Bittner is also looking for some parent volunteers to help during this time.</p> <p>Questions for PAC from Ms. Colter...</p> <ol style="list-style-type: none"> 1. Earthquake kits? <ul style="list-style-type: none"> ○ FAST – First Aid & Survival Technologies Limited, www.fastlimited.com ○ Critical Incidence Resource Guide, SD36 –Section 5 Preparedness 	<p>Email Ms. Bittner to help out with the book fair.</p>

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	<ul style="list-style-type: none"> ○ Response from PAC: Hilary explained: Each division has their own bin – ration of food and water for 3 days’ worth of supplies. Each division has enough for all kids +3 for teachers, EAs and guest. Garbage bags, thermal blanket, glow sticks, buckets, toilet paper, wipes, feminine supplies. Twice a year the supplies are checked and kept current based on any changes. Include current class lists in each bin. <ol style="list-style-type: none"> 2. Lice Check volunteers? Ms. Colter asked if there was a group of parents that could come check classrooms if they were concerns of lice. Response from PAC: – it has been sporadic. Request to have public health nurse come to train some volunteers. Also request some education for parents on the process to treat and timeline to return to school. Pam, Carla, Jackie and Robbyn Drayson to participate on school team 3. U-Turns on 24th. Have we approached the City of Surrey re: median or signs? Response from PAC: Suggested that Ms. Colter reach out to David A’Bear for his experience as he went through a lengthy process with the City to improve safety in front of the school. Is a median in the middle of the road possible? Parents need to understand that no u-turns are legally allowed in front of the school on 24th Ave. 4. School sign? Any interest in a school sign? Response from PAC: There was general discussion and agreement that a sign on 24th would be a good way to communicate to parents on key events. Ms. Colter to bring some samples and cost estimates to the November meeting. 5. Social Media awareness for parents: Is there interest in an evening information session for parents on Social Media Crime and Social Media. Visit the Early Edition Rick Clough Show (Sept. 28, 2017) – Terrorism, harassment and public mischief: How do laws apply to online crimes? With Benjamin Perrin, a UBC law professor. Perrin would be happy to give a talk if there’s a good forum for it. He could talk about some of the risks of social media, what we’re seeing being charged and in the courts, as well as some tips for parents. Response from PAC: Clint Baker has helped facilitate similar sessions in the past. Included rep from Safe Schools. Parents also would like to see training available for students. Many students receive access to social media without any training or education on the risks, responsibilities and misuse. 6. Bring your own device policy for students. – parents asked why there is no school based training/education on online tools/risks. Limited coverage through iGirl/iGuy. Nothing consistent. Kids are able to bring devices for school use with no contract or understanding of what they can use. Education required for younger students, not just Grade 6/7. Requested the Ms. Colter provides a response at a future 	<p>Parents were open to volunteering for lice checks. Erin to send Ms.Colter email addresses of interested parents.</p> <p>Ms. Colter to follow up with David A’Bear on the history of the traffic safety discussions in front of the school.</p> <p>Ms. Colter to bring options and estimates to the November PAC meeting.</p> <p>PAC and Ms. Colter to plan session this school year.</p> <p>Ms. Colter to follow up on any known, existing bring your own device policies within the district.</p>

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	<p>meeting on how student personal device use is monitored and controlled and what onus is on students and parents.</p> <p>Upcoming Dates (also available on our school website) <i>Oct. 16-20th - Walk & Run to School Week</i> <i>Oct. 25-27th – Scholastic Book Fair</i></p> <p>Tues. Oct. 10th Cross Country Meet #4 Tues. Oct. 17th Final Cross Country meet of the season Wed. Oct. 18th Early Dismissal #2 (Learning Conferences – Goal Setting) Fri. Oct. 20th Pro-D Day #2 – School is not in session for students. Wed. Nov. 1st Photo retakes Fri. Nov. 3rd Ministry Curriculum Pro-D Day. School is not in session for students.</p>	
Treasurer’s Report	<ol style="list-style-type: none"> 1. PAC Account. Including restated 2016-2017 final report. Restatement accounts for additional \$2.5k in Fun Fair expenses for which we just became aware. It was still a very successful year as we closed with an additional \$18.1k versus forecasted \$4.4k deficit. September had a flourish of activity with both Hot Lunch and Spirit Wear orders. Payment was made to the school for the Teacher’s discretionary funds. 2. Wish List funds. The PAC received the list of requests and will approve both the budget and items at the October meeting. 3. Gaming Account. We were approved for the PAC Gaming grant in the amount of \$7,340 for 2017-18. Funds must be spent in accordance with grant guidelines from Gaming. 4. School and District PAC Accounts. We cleared the District PAC account and all 2017-18 Teacher Discretionary funds are in the School Account and being managed by Cindy Rebiffe, the head Clerk of Crescent Park School. Funds are tracked by division. 	
Playground Update	<p>Erica Owusu-Ansah provided an update on the work she and Laura Langton have done to date to explore the costs and options for a new playground in the area between the basketball court and swings. PAC has healthy reserves and there has been discussion on choosing a large project to work towards and fund. As a result, Erica and Laura embarked on a fact finding mission last year. The time and commitment they’ve put in to the process to date has been extensive and all present thanked them for their time. Laura was away due to illness.</p>	<p>November PAC meeting will include discussion and decision on whether to embark on a multi-year, multi-phased playground project and to solicit volunteers and leadership prior to any project proceeding.</p>

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	<p>Here is Erica's report: I had an idea it would be nice for our school to use some of the money we have worked hard to fundraise over the years through our Spring Fling, Hot Lunch, etc and put it toward something - a goal for parents and kids to get excited about, a purpose for all the efforts of our community. I approached David A'Bear, our outgoing Principle, and he discussed with me his view that one thing he felt our school needed was more playground equipment. There also happened to be an area in question, the grass patch between the basketball hoop and swing sets beside 128th street, that has always been a bit of a problem. As soon as the weather turned adverse (rain, snow) it would get super muddy and they'd have to fence it off from the kids. So I roped Laura Langton, a long time PAC member, into helping me. We had a look at the PAC funds and decided it would be a reasonable ask to request \$40,000 to put toward a playground in said area.</p> <p>We first held a site visit with Dirk, City of Surrey School Ground Maintenance, and obtained approval. With the 4 playground equipment suppliers the city had approved, we contacted 3 of them and set up site visits with each of their sales associates at the beginning of the summer, just after school broke for summer holiday. Laura and I decided on a 3 phase approach: Phase 1: site prep/foundation & 1 piece of equipment four primary (In Mr A'Bears opinion, our greatest need), Phase 2 second play structure for mid aged group, Phase 3 older kids structure.</p> <p>Spinning structure and climbing web frame were our 2 big choices. We advised each supplier of our wish list but encouraged them to view what our school already had in terms of equipment and then present to us what they felt they could offer us to compliment these pieces and add something different within budget.</p> <p>They all promised quotes within 2-3 wks. 2 of them I never heard from all summer. the 3'rd got back to me with a modified solution (thinking outside the box!) of what they could do within that budget. When we did a second visit and a phone meeting with the first 2 suppliers they flat out said the \$40,000 wouldn't even cover the cost of building the foundation in question, let alone playground equipment so didn't know how we wanted to proceed. In the mean time, as you may know, the city has since removed the grass patch and gravelled that area in question so the kids are now able to at least play on it in the rain.</p> <p>Laura and I discussed possibly having just the foundation work completed and asking parents to help fundraise the remainder we'd need to get it completed. Our principle, Ms. Colter, did ask Dirk about us contacting foundation contractors directly but he came back to say we have everything we need (thinking we'd just go through a playground supplier).</p> <p>So, this is where we stand, as of today. And we need to ask you, the PAC, how best to proceed.</p>	

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	<p>Response from PAC: the work done to date has been informative, exciting and daunting. The funds required for a full multi-phased playground are expensive and the leadership required to lead a project of this magnitude will take considerable time and continuity. Recommended that we have a discussion at the next PAC meeting in November on how to proceed. We encourage all interested parents to attend.</p>	
Annual Budget Discussion & Approval	<p>Sue proposed the annual budget for 2017-2018. See appendix at the end of the meeting.</p> <p>Key changes from prior years:</p> <ol style="list-style-type: none"> 1. New separate budget line items for the Santa Breakfast and other hospitality events. Last year all these items were lumped under hospitality. 2. Decision to raise annual scholarships for Elgin and Marriott graduates to \$500 from \$300 to reflect increased education costs. Recognition that requirements for applicants need to be revisited. <p>Jackie raised a motion to approve the budget, Erin seconded, passed unanimously.</p>	Scholarship requirements need to be revisited prior to the approval forms being filled out. Suggest adding it as an agenda item for Nov or Dec.
Principal's wish list.	<p>Sue presented the wish list of items that Ms. Colter gathered from classroom teachers, LST and the library. This year's list reflected a focus on the need for basic classroom improvements, technology to support the new curriculum and school wide tools.</p> <p>The approval discussion was productive and cooperative. Ms. Colter identified items she could fund from her resources and PAC approved \$9000 worth of items that will be charged against our technology, classroom improvements, library, LST and other budget line categories.</p> <p>There were approx. \$7,000 in technology requests that PAC would like more information on prior to approving. Funds are available to support these items, but education on what they are, how they will be used and if they are for the benefit of individual classrooms or the school needs to be better understood. Approval for these items are on hold until the presentation by Mr. Wiebe at the November PAC meeting.</p>	<p>Ms. Colter to arrange presentation on VEX IQ School wide kit and information on how the Osmo kits are used within the classroom at the Nov PAC meeting. Approval of these items will be discussed at the Nov mtg.</p> <p>PAC to post requests for some of the furniture, lamps and other items that do not need to be new – on the PAC facebook page.</p>
Events and Fundraising Schedule	Kathy asked for volunteers for Coordinators for Santa breakfast, movie night, Christmas hampers, and the Emergency Response supplies. Every one of these program and events comes with advice and information from people who have done it in the past, so parents are encouraged to come forward. You will have help!	Request for volunteers!
Other Business	<p>Holiday concert – requests from Parents to see if there is a Christmas concert.</p> <p>General agreement that if PAC holds the Santa breakfast, that parents would still really appreciate having a Christmas concert.</p>	Ms. Colter to report back on whether there will be Christmas concert and to get

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	<p>Sports and other clubs – there are parents who are willing to help with sports and other clubs. Let Ms. Colter know that she can ask for parent volunteers.</p> <p>Parent and Teacher Appreciation events – should we combine the two events. Keep the teacher appreciation event.</p> <p>The new New Parent information session on October 3rd was very successful. 17-18 new families attended.</p>	<p>approval for the Santa Breakfast on Dec 22.</p>
Adjourned	Kathy motion to adjourn at 9:10. Passed unanimously.	

CRESCENT PARK ELEMENTARY - PAC

2017-2018 Budget

INCOME	Approved Budget
Fundraising Income	
Movie Night	\$1,500
Spirit Wear	1,000
Fun Fair	500
Spring Dance	12,000
TOTAL Fundraising Income	\$15,000
Hot Lunch	
Hot Lunch Income	\$60,000
Hot Lunch Expenses	-50,000
TOTAL Hot Lunch	\$10,000
Grants & Miscellaneous	
Other Income	\$0
TOTAL Grants & Misc	\$0.00
Gaming	
Gaming Grants	\$7,340
Other Gaming Income	\$2,000
Gaming Expenses	-45
TOTAL Gaming	\$9,295
TOTAL INCOME	\$34,295

EXPENSES	Approved Budget
Administration	
Administration	\$400
Santa Breakfast	1,600
Hospitality / Programs	1,400
TOTAL Administration	\$3,400.00
PAC Programs	
Emergency Preparedness	\$900
Gift Account - Leaving Teachers	800
Scholarship Elgin & EMS	1,500
Sports Day Snack	200
Grade 7 Grad Donation	250
Student Education Programs	2,000
TOTAL PAC Programs	\$5,650.00
School Programs	
Computers & Technology	\$4,500
Fine Arts	1500
Integration Room Supplies/Special needs	250
Library Fund	1800
LST	500
Classroom Improvement Fund	500
PE Equipment	1,000
Field Trip Expense Fund	5,700
Fine Arts Performances	3,000
Sports (tennis, inline skating)	3,600
Garden Maintenance	100
Teachers Fund	4,000
TOTAL School Programs	\$26,450.00
TOTAL EXPENSES	\$35,500.00
NET	(\$1,205)