

ÉCOLE SOUTH PARK ELEMENTARY
PAC MEETING MINUTES
September 28, 2016

7:00 – 9:00 pm South Park Library	
Item	Summary
Attendees:	<p><u>Executive:</u> Shanna (Chair), Natalie (Vice-Chair), Terri (Past Chair), Jen (Treasurer), Mel (Secretary), Jason (MAL), Lynsey (MAL), Sol (DPAC Rep), Avery (MAL)</p> <p><u>Absent:</u> Catherine (MAL)</p> <p><u>Administration:</u> Mrs. Kapil, Ms. Potter, Mme Schultz, Ms. Mitchell</p> <p><u>Other Members:</u> 9</p>
1. Welcome and Executive Introductions	
2. Approval of Last Meeting Minutes	<p>MOTION MADE (Terri, with Vanessa seconding) AND CARRIED to approve the minutes from the last general meeting of the PAC held May 25, 2016 (AGM).</p>
3. New Principal Introduction	
4. Executive Reports	<p><u>Shanna (Chair):</u> Key events and activities since the last general PAC meeting:</p> <ul style="list-style-type: none"> • Spring Fair • Gifts to leaving PAC members and Mme Greenhalgh • Welcome coffee for parents and lunch for staff on the first day of school • Hot Lunch launch – 284 families have signed up to date (297/346 students or 85%) <p><u>Natalie (Vice-Chair):</u></p> <ul style="list-style-type: none"> • Class Parents - all Divisions except Division 2 now have class parents; Division 2 has a temporary class parent for now • Working on organizing babysitters for PAC Meetings <p><u>Lynsey (Parent Communications):</u></p> <ul style="list-style-type: none"> • First “What’s Happening” email went out last week <p><u>Catherine (Special Foods) via Shanna:</u></p> <ul style="list-style-type: none"> • Hot Lunch registration will reopen after the first Special Foods and will stay open until October 7 at midnight • Reminder to use online help for faster service (the School office can’t help) • Pizza prices increased again this year – only a portion was passed along to parents
5. Treasurer Report (Jen)	<p>Jen reviewed last year’s financial statements, which are attached to these minutes. A note that the PAC typically carries over a sizeable balance to the year following Spring Fair</p>

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	(since it is a bi-annual event).
6. DPAC Update (Sol)	<p>Highlights from the first DPAC meeting:</p> <ul style="list-style-type: none"> • Diane Turner is now the Chief Educator for the District, Doug Sheppard is the new Superintendent; Assistant Superintendents are Nancy Gordon and Brad Bauman • New amalgamated Learning Services Department and a new Aboriginal Success Coordinator • A lot of discussion around Province-wide curriculum changes, including the elimination of provincial exams in Grades 10 and 11 and the use of a new template for report cards • Grants available for parent education – \$200 / school; \$300 if you invite one other school; \$600 if you invite 2 other schools • DPAC is planning to host Terry Small - a former high school teacher, great speaker and literacy advocate • A reminder that all parents are welcome to attend DPAC meetings – the Executive hopes to boost involvement across the District • Meeting and other information available on the DPAC website: http://dpac.deltasd.bc.ca/
7. Principal's Update	<p>Ms. Kapil provided a general overview of her history as an educator and shared some of her new initiatives and goals for the school.</p> <ul style="list-style-type: none"> • 5th generation educator • Believes in making learning fun and caring for kids • <u>Cornerstone</u>: preparing children to be successful in the 21st century • <u>Authentic assessment</u>: students are often graded on the appearance of their work (e.g. neatly written, nice cover page). Criteria and rubrics are huge – what does excellent mean and what are we looking at to determine whether work is good, excellent, fair, etc. 100% of South Park staff have voted to pilot a new report card format. We want to have input (with teachers and students) into the process of developing better and more authentic assessment. Report cards should be student-specific – expected to look similar with more comments. Likely no grades until the end of the year, if at all. • <u>Learning at the centre</u>: we are responsible for setting up the environment to allow children to learn. Ms. Mitchell's classroom is a pilot – choices are offered to help students who can't learn while sitting still for the whole day (e.g. alternative seating, fidget kit items). • <u>Extra-curricular activities</u>: currently, Knitting Club, Choir, Band, etc. If parents or staff have ideas about other activities, let's explore it. • <u>Student leadership capacity</u>: creating ownership with older students in particular. • <u>Staff support</u>: Save-On-Foods supports the teachers on professional development

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	<p>days. In other schools, “Parents who Care” bring baked goods to staff meetings. Teachers’ lunch on the first day of school was greatly appreciated.</p>
<p>8. Old Business</p>	<p>Shanna reviewed the parent survey results. Minimal participation by parents, but useful to give the Executive a bit of an idea about where parents want to go in terms of budget expenditures. See summary attached to these minutes.</p>
<p>9. New Business</p>	<p>Jen discussed some highlights of the draft budget for the 2016-2017 school year.</p> <p><u>Expenses:</u></p> <ul style="list-style-type: none"> • Cultural fund – 3 groups already reserved (from last year) plus a few others planned • Jason is reviewing emergency preparedness supplies and working with the school to determine what is required • Field trip fund - \$7 per student proposed to help offset field trip costs • Increased library funding from last year per Ms. Caine • Parent education increase from last year - possibilities include Saleema Noon, White Hatter <p><u>Fundraising Ideas:</u></p> <ul style="list-style-type: none"> • Parent social in February – learn to curl <p><u>Feedback:</u></p> <ul style="list-style-type: none"> • Mrs. Kapil detailed Mrs. Saip’s budget requests: primary Christmas concert \$200, intermediate spring concert \$500, Choir and Band festival costs \$500 and miscellaneous expenses \$300 = \$1500 • PE Equipment for classes – unclear whether this is really required and if so for which classes – perhaps special bins could be passed around from class to class <p>MOTION MADE (Terri, with Shanna seconding) AND CARRIED to reduce the amount allocated to PE Equipment in the draft budget from \$3000 to \$1000 and to rename that line item ‘special equipment for playground’.</p> <ul style="list-style-type: none"> • Track uniforms – did not rank high on the parent survey. Idea to use school spirit funds to purchase a shirt for each student to serve as a uniform at track meets and other functions, as well as general spirit wear for the school. • Mrs. Kapil asked parents to consider contributing funds to a VSO field trip for the whole school instead (concert plus bussing costs). All teachers have agreed to participate in this initiative. <p>MOTION MADE (Shanna, with Terri seconding) AND CARRIED to increase the amount allocated to field trips in the draft budget from \$2500 (\$7 per student) to \$3500 (\$10 per student).</p> <ul style="list-style-type: none"> • Clarification that this amount is not specifically for the planned VSO trip. Mrs. Kapil indicated that her intent is to allocate the funds to each class and encourage them to plan field trips / spend it.

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	<ul style="list-style-type: none">• Emergency Preparedness backpack – the funds may not actually be for backpacks – actual expenditures to be determined following Jason’s investigation / inventory of current supplies.• Mrs. Kapil advised that teachers spend significant funds each year on their classrooms: \$500-\$1000. Natalie asked whether we need to consider allocating funds per student vs. per class, per suggestions in the past. Mrs. Kapil notes that this is likely unnecessary since expenditures are not necessarily dependent on student numbers (e.g. purchased books are read to all). <p style="color: red;">MOTION MADE (Terri, with Jason seconding) AND CARRIED to approve the draft budget as presented at the meeting with the two amendments noted above (special equipment for playground: \$1000; field trips: \$3500).</p>
10.Adjournment	9:15 pm Jacob Martens (numeracy and mathitude) is our guest speaker at the next PAC meeting on November 16.