

ÉCOLE SOUTH PARK ELEMENTARY
PAC MINUTES OF MEETING
September 30, 2015

7:00 – 9:00 pm South Park Library	
Item	Summary
Attendees:	<p><u>Executive:</u> Shanna (Chair), Terri (Past Chair), Jen (Treasurer), Mel (Secretary), Lynsey (MAL), Tami (DPAC Rep), Natalie (CPF Rep)</p> <p><u>Other Members:</u> 14</p> <p><u>Administration:</u> Mme Greenhalgh</p>
1. Welcome	
2. Old Business and Approval of Minutes from the Last Meeting	Minutes of meeting from May 27, 2015 and June 19, 2015 approved.
3. Chair's Update	<ul style="list-style-type: none"> • Each of the next 3 PAC meetings will include a parent education speaker – please come out for these informative events • Over the summer, the PAC Executive met 4 times to advance plans for the new school year, including: <ul style="list-style-type: none"> - Support and information for the first week of school (save the date cards) - Scavenger hunt and bbq for the school open house on Sept. 24 - Various fundraising ideas and events such as art cards • Paint Night has been cancelled due to undersubscription • Weekly update emails will be sent directly to parents this year via the hot lunch site for increased efficiency; class parent volunteers can also sign up via this site
4. Members at Large (MAL) Updates	<p><u>CPF (Natalie):</u> CPF is planning an information night for parents on October 6 at 7 pm in North Delta.</p> <p style="background-color: yellow;">ACTION: Natalie to send details for inclusion in weekly update emails</p> <p><u>Parent Engagement (Lynsey):</u></p> <ul style="list-style-type: none"> • Class Parent volunteers have stepped forward for all classes except Mme Henderson – anyone willing to assist please contact Lynsey • Good special foods participation so far - 285 students have registered in the hot lunch system – an improvement from orders received at this point last year • 209 email addresses received the first weekly update – Class Parents please spread the word to ensure that everyone who wants to receive these updates receives them • 57 volunteer forms have been returned – thank you to everyone who has agreed to help our school this year! • A reminder that privacy legislation requires parents wanting to receive weekly updates

ÉCOLE SOUTH PARK ELEMENTARY
PAC MINUTES OF MEETING
September 30, 2015

	and other information from the PAC to “opt in”
<p>5. DPAC Update</p>	<p>Delta District Parents Advisory Council comprises representatives from all PACs in Delta and meets 6 times per year – all parents are welcome to attend</p> <p>ACTION: Tami to send meeting information for inclusion in weekly update emails</p>
<p>6. Principal’s Update</p>	<ul style="list-style-type: none"> • Good feedback on the open house and scavenger hunt • October 1: Cops for Cancer will be at the school at approximately 1:50 pm to introduce their fundraising campaign for Camp Good Times. Parents are welcome to attend. • Minor renovations (paint, wall carpet removal, etc.) are ongoing at the school – any assistance that can be offered by Class Parents to help teachers to move their classrooms to accommodate the work would be appreciated • Friday, October 16: the Great Shakeout – the school will be practicing its emergency release procedures in the afternoon – children may only be released to a parent, guardian or designated emergency pick up person (as listed on Parent Connect) during the drill. Children who are not released during the drill will return to classrooms for regular dismissal. • Portions of the new curriculum may be implemented this year, but the details on implementation are still in flux. Teachers will be learning the new curriculum on Pro-D days this year. <p>ACTION: Mme Greenhalgh and Shanna to consider and discuss the possibility of a parent education session on the new curriculum sometime in the spring.</p>
<p>7. Budget Discussion</p>	<ul style="list-style-type: none"> • Current account balances are approximately \$7700 (gaming), \$1900 (operating) and \$5400 (paypal) for a total of approximately \$15,000 • Draft budget presented is bare bones in that it covers only historic items and items already planned for the year • We should aim to carry over approximately \$5-6,000 to 2016/2017 to cover cash flow in September / October (while the gaming grant, etc. is in process) and reduced revenue since there will be no spring fair next year. Gaming funds cannot be used to support school-funded items such as supplies - usually culture, arts, recognition, sports, clubs, etc. • New, already planned fundraising initiatives for 2015/2016 include art cards, the district track meet concession (hosted by South Park this year) and a clothing drive • Planned expenditures in the draft budget include cultural events (hip hop in Jan / Feb, Silk Road and Mr. Fish (selected by a teacher committee)), drama events (intermediate performance at Christmas, primaries in the spring), garden club supplies, library resources and the Grade 7 Legacy Gift • Regarding the Grade 7 legacy gift, it was agreed that the PAC will offer to match funds raised by the Grade 7 class for a legacy gift benefitting the whole school, up to a

ÉCOLE SOUTH PARK ELEMENTARY
PAC MINUTES OF MEETING
September 30, 2015

	<p>maximum of \$350. If PAC funds are left-over after matching, Grade 7 class is welcome to make a proposal for the allocation of the remaining funds.</p> <ul style="list-style-type: none"> • Ideas for spending down the remainder include: <ul style="list-style-type: none"> - Increase amount given to teachers for classroom resources (currently approximately \$200 / classroom) - Additional English books for the library - Sex education initiatives (Saleema Noon) - Internet safety education initiatives (students and parents) – Jesse Miller, liaison officer, the White Hatter or other; perhaps in conjunction with DPAC / other schools? - Outdoor spaces – courtyards, outdoor classes, vertical gardening, etc. (Mme Anderson and Mme Maurice are the teacher leads) - Sports equipment – consult with teachers as to what may be required? - Items on the teacher wish list? - Renovate / reorganize the PAC kitchen to improve functionality - Big ticket items to work toward over a number of years? - Erin Switzer (social emotional learning) <p>MOTION MADE (Terri 1st, Mel 2nd) AND CARRIED to approve the budget in the draft form presented, with revisions and additions for spending down the remaining surplus to be presented for consideration at a meeting after Christmas.</p> <p>ACTION: Members requested to provide ideas and additional details and information on ideas for spending down any remaining surplus at the end of the year. Also:</p> <ul style="list-style-type: none"> • Mme Greenhalgh and Shanna to request input from teachers • Lee-Ann to investigate and provide estimated budgeting for courtyard improvement work / vertical gardening ideas
<p>8. New Business</p> <ul style="list-style-type: none"> - Class Parent Update & Feedback - Volunteer Recruitment - Upcoming Events & Fundraisers 	<p><u>Class Parent Update & Feedback:</u></p> <ul style="list-style-type: none"> • New sign up procedure through the hot lunch program a big improvement in efficiency • Potential for extra emails if Class Parents send additional communication separately • Weekly update emails are a collaborative effort of Lynsey and the administration <p>ACTION: further feedback on the new system to be collected over the year for the purpose of further improvements next year</p>
<p>Adjournment</p>	<p>9 pm</p>