

## Parent Advisory for Lavington School

### Regular Meeting Minutes November 7<sup>th</sup>, 2018 6:30pm

#### Call meeting to order @ 6:32pm, Welcome

Elane Bapty is away, Angie Meier volunteered to take minutes

**In attendance:** Robert Lee (School Board Trustee); Lance Johnson (Principal); Angie Meier; Lara Konkin; Nicole Semkiw; Julie Kentel; Jennifer McCall; Michelle Johnson (Fine Arts Teacher); Stephanie Wade; Tara Barg; Chelsea George; Josh Wade

**Approval of agenda:** Lara Konkin 1<sup>st</sup> motion; Jennifer McCall 2<sup>nd</sup> motion

**Approval of last meeting minutes:** Nicole Semkiw 1<sup>st</sup> motion; Lara Konkin 2<sup>nd</sup> motion

#### Guests

##### ➤ Trustee – Robert Lee

- Gave a presentation on the 'Role of a Trustee'
- Robert's notes of the public meeting on October 23:
  - Sparrow project - reported presented by girls who attended this 21 day field trip for indigenous students
  - Canines in school - report provided by director Christine Love regarding dogs in school. There is procedure and process in place can't just bring in a dog.
  - Motions from Trustee Comazetto were amended for re-submission for clarity purposes:  
1. changing from fossil fuel to long term sustainable energy and 2. Causes of educational inequity.
  - Class sizes within district are within contract limits.
  - Financial report on track but our sub costs are 10% higher.
  - Policy committee to be established terms of reference to be brought back by district staff for board consideration.
  - Bylaw 13. amended to reflect change to start/end of public meeting and also separate Wednesday start for in-camera.
  - 2nd reading for social media policy amended after input from 1st reading.
  - 1st reading for provision of menstrual products in school.
  - District staff is reviewing financial institutions that we deposit our operating funds this is in line with trustee Comazetto to review financial institutions and consider moving our \$ to institutions that are less involved in fossil fuel companies.

##### ➤ Teacher Representative – Michelle Johnson

- Going forward a Representative from the teacher's will come to meetings
- Christmas Concert will be a musical
- Will need help with costumes – such as ice cream peddler; reporters; postal worker; will give a definite list soon
- Also looking for help with props: ice cream tray, snow plow, curling brooms; fishing rods, Stanley cup, parcels, fake snow (shredded paper)
- December 12<sup>th</sup> – 1pm & 6pm, Dress rehearsal December 11<sup>th</sup>
- Need parent helpers for backstage help with rehearsal & performance

#### Reports

##### ➤ Principal – Lance Johnson

- **Upcoming Events**
  - November 8 – Professional Development Day
  - November 11 – Remembrance Day
  - November 12 – hosting grade 6 boys volleyball tournament
  - November 13 – hosting grade 7 boys volleyball tournament
  - November 13 – Grade 6 Immunizations
  - November 14 – Grade 7 Girls volleyball tournament
  - November 26 – Lavington Fire Hall touring school at 7:45 pm
- **School Goal:** Our school is entering the 2<sup>nd</sup> year of a writing focus with our students. I am noticing improvements as I make my way into classrooms. Tomorrow, we have a session with Karyn Lawrence on the Expanded Expression Tool and a session with Mrs. Haug on the Picture Word Induction Model.

- **New Reporting Procedures:** Please provide some feedback on how the new formatted Student/Teacher/Parent conferences went. I will share the feedback with our district curriculum director.
- PAC is in support of new cards to be done by students (these cards are used as thank you cards for various events held at the school)
- **Treasurer/Gaming – Chelsea George**
  - Vantage One balance - \$7307.14
  - Vantage One Gaming - \$62.27. \*\*Reminder we received \$2960 for year, which has been spent on field trips \$1600 & performing arts \$1340 (remaining \$160 of the \$1500 for field trips came out of the regular chequing account)
  - GIC - \$5236.19
  - To date fundraising profits:
    - Art Cards - \$725.15
    - Hot Lunch - \$896.77 (less \$395.61 purchases - packaging and supplies for the kitchen)
    - Lunch Moms (2018/19 pmt) - \$350
    - Mabel's Labels \$55.94
    - Sasquatch book sales - \$125.55 (sold 27 books)
    - Tupperware fundraiser - \$105
  - Spent so far this school year vs. our approved budget:

	<b>Spent</b>	<b>Approved Budget</b>	<b>Remaining Budget</b>
Grade 7 Banquet	450.00	450.00	0.00
Ceiling Tiles		400.00	400.00
Performing Arts	1,500.00	1,500.00	0.00
Home Lynx		200.00	200.00
Misc.		500.00	500.00
Office Supplies		200.00	200.00
Scholarships		500.00	500.00
Swimming Lessons (Gr 2/3)		850.00	850.00
Year End Free Hot Lunch		400.00	400.00
Athletic Fees	294.00	270.00	0.00
Battle of the Books	314.97	300.00	0.00
Class Field trips	1,600.00	1,600.00	0.00
Hockey Helmets	197.40	150.00	0.00
Funds per Class/Room:			0.00
Classroom Support	2,000.00	2,000.00	0.00
Library Support	250.00	250.00	0.00
Performing Arts Room	250.00	250.00	0.00
Support			0.00
Resource Center Support	250.00	250.00	0.00
Sign for Trees	500.00	0.00	0.00
Cross Country & Downhill skiing top up.	469.79	0.00	0.00
<b>TOTAL</b>	<b>8,076.16</b>	<b>10,070.00</b>	<b>3,050.00</b>

Let Chelsea know if you have any questions.

- **DPAC – Max Russmann / Kylie Walman**

The following are Kylie's notes on the DPAC meeting:

  - DPAC met on October 17th and held the annual Leadership Dinner on October 28th.
  - Discussion on how to move PACs from focusing on fundraising to focusing on how best to help our kids and parents improve their learning environment.
  - Discussed this as a way to increase parent engagement in PAC.
  - The idea of doing an anonymous survey to parents to ask them what they think are pressing issues in the school and what they would like PAC/Administration to help them deal with. I think PAC should discuss how best to get an anonymous survey out to parents to canvass what parents want PAC to be discussing and assisting them with.

- Teachers attending PAC meetings – a few DPAC reps noted that teachers regularly attend their PAC meetings and discuss what they see as important issues from a teacher's perspective. PACs have found this very helpful in determining what issues – whether it's curriculum or social – that are going in their school. I am suggesting that Lavington PAC make a concerted effort to reach out to teachers on a regular basis and try to have a teacher present at each PAC meeting. This may also help increase parent engagement.
- Proposing that before we choose a BCTF presentation topic that we send out an anonymous survey to parents to ask for their input and we seek teachers' input.
- Max Russman revised the DPAC constitution and bylaws. The new constitution and bylaws will be passed at the AGM on November 21st.
- I have joined the DPAC Policy committee. The purpose of this committee is to review revise and develop policies for DPAC. I am excited to work with my fellow committee members to discuss policies around parent engagement.
  - Next meeting AGM November 21, 2019.
- **Hot Lunch – Julie Kentel / Bronwyn Watson**
  - Shared menu listing for next run (now open for ordering)
  - Approved to buy step ladder
  - Angie to source out price of mixer
  - May be permitted to use the large crock pot from Firehall; will contact Josh Wade

#### Old business:

- **DPAC Executive Dinner recap**
  - There is talk of collaboration between school PACs
  - Saleema Noon - Body science: parent & student presentations
    - Flyer given to Lance
    - Lance is going to discuss with Teachers and we will make a PAC decision about this next meeting
    - Cost of presentation is \$900-\$1450; may be able to team up with another school
  - How do we drive Parent involvement?
    - Lance will continue to send out specific request emails
    - Think tank for the beginning of next school year to try to get around PAC stigma
    - Lance to let us know when the Kindergarten orientation day is so that one or two PAC reps can be present
    - Include an events calendar on PAC board – Lara to make one....very large!
  - Archway Society offering free session to students
    - Idea is to offer one to Gr4-5 and one to Gr6-7
    - Lance is going to discuss with Teachers and we will make a PAC decision about this next meeting
- **BCTF Presentation choice**
  - Narrowed down choices to Anti-bullying; Advocating for your Child & Social Media 4 Parents
  - Have Nicky Dunlop create a short survey that includes descriptions of top three choices from PAC meeting, Lance will send out to all parents, will review the survey results/comments at next meeting
  - Julie will check on available presentation dates for chosen topic before next meeting
- **Fundraising recap**
  - Sasquatch book: 27 sold, \$135 gross profit
  - Mom's Pantry fundraiser rolled out yesterday
    - Supporting predominantly online ordering for ease
  - Reminder about Nature's Fare receipts fundraiser
    - Pick up dates: end of Nov, Dec20, Mar & Jun
      - Send Lance dates and he will include in newsletters
    - Request that reminder be posted to FB page
    - Few days before pick up post another reminder
  - Indigo Fundraiser
    - Nove14 6-8:30pm
  - Bazaar has 4 tables left to sell
    - 4 tables for kids
- **Spirit Wear update – Lara Konkin**
  - Orders are due by Nov15, orders will be in early Dec
  - 50 pieces sold so far, mostly hoodies
- **Constitution Review Committee update– Jennifer Brandle-McCall**
  - Discussion on a couple issues

- Calling a “Special Meeting”: We accept change but would like verbiage changed to include that a certain number of PAC executives need to be in attendance at special meeting.
- Membership re staff of SD#22: We would like to see this changed but need to know if it is a mandatory clause or if we can change the verbiage to allow members but have them sit out on votes that include conflicts of interest.
- Executive re length of term; agree that verbiage should be in place if there is no one fill a position and the previous year’s member is willing to stay in the position

**New business**

- Grade 7 money ask by Tara Barg
  - Want \$100 + \$50 – is going to get it from Nicole Semkiw from Gr7 funds, not coming from PAC

**Announcements**

- Next meeting: December 5<sup>th</sup> @ 6:30pm

Meeting adjourned @ 8:25pm

THANK YOU FOR COMING!

Note: These minutes are the best interpretation of discussions held during the meeting by Angie Meier. Any noteworthy errors or omissions are unintentional