

Minutes

Capitol Hill PAC Meeting

November 9th, 2016

Attendance: Richard Asselin, Adam Ballantyne, Tania Ballantyne, Lana Mitchell, Ariel Pavic, Crystal Robertson, Barb Steden, Calvin Taplay, Anne-Marie Uy

Principal's Report

Wally Kanno opened the meeting by mentioning 2 recent "critical incidences", defined as an emergency situation or lock down. There was a lock down in Burnaby schools in response to a man who exposed himself. He assured the PAC that all Burnaby schools have critical response procedures in place, which are mandated by the district and each plan is individually modified by each school. Each school is required to have at least 1 lock down drill each year. With the recent lock down, teaching staff want to wait to have a drill to prevent any anxiety following these incidents, but we need to reassure parents that we are ready and prepared.

If there is a situation, Wally informed the group that he would be in direct communication with either SD41 Director of Instruction, Peter Dubinsky, or Assistant Superintendent Wanda Mitchell or Superintendent Gina Niccoli-Moen for guidance. Other strategic SD41 staff may be Jodie Wilson, Manager of Communication Services, or Sue Dorey, Manager of Safe and Caring Schools, who would directly liaise with Burnaby RCMP. In the case of a "critical incident", students may have their own personal phones to relay information, as would most teachers. After an event, it is to the discretion of the District if they want to prepare a news release or letter to the community. A parent added that there was an incident at the school a few years ago and it was handled quietly and quickly by the RCMP, the situation was under control fast, it was impressive. Wally added that once there is an incident, the RCMP are the only ones that can call-off the lock down. When we have our drill, we will let the RCMP know about it, they may show up but are not required for the drill to go ahead.

A survey was sent home to intermediate parents asking if they supported the proposed Whistler ski trip. 203 surveys were distributed, 128 came back YES, 47 NO, and 28 did not return the survey which translated to 75 students who may choose to not participate. The cost is understandably high, and so teachers are looking at other options besides Whistler (Seymour, Grouse or Cypress), which would reduce the cost, but so far, no conclusive decision has been made.

Upcoming Events

- Remembrance Day assembly November 10th, at 10 am, early dismissal 2 pm
- School closed Friday November 11th

- November 21st, the City of Burnaby has a redevelopment plan for the lower playground/pool, the meeting will be here in the school library. Anyone who is interested may attend, information will be distributed on the school website, PAC website, by poster and electronically on listserv
- November 25th is a Pro-D day

Treasurer's report

Tania presented the updated budget. Since passing a motion for PAC to support primary drama at the last meeting, we are being asked to also support intermediate drama. At \$5 per student and 359 total students (both primary and intermediate) the total commitment from PAC for drama is \$1795.00. These funds will come from the gaming account which has a balance of \$7656.35 (balance after this commitment will be \$5861.35).

Motion Called: PAC to support intermediate drama \$5 per student. Seconded by Barb. A vote was taken and it is unanimous. APPROVED motion passed

Motion Called: to allocate \$10 per student for field trips. Seconded by Lana. A vote was taken and it is unanimous. APPROVED motion passed

Tania added that the current balance reflects all commitments motioned from the last meeting and added that she is calling for someone to shadow her in her position as treasurer as she will not be able to assume the position for next year. She confirmed that there is \$570.70 left over from the playground fundraiser and that will be spent on trees. She confirmed that \$767.05 was collected for the newly named Health and Safety Fund (EP and Lice Program), which brings the balance for that over \$3000, but confirmed that payment for our first lice screening (scheduled for November 14th & 15th) has not been processed yet.

The Family Photo night raised \$260.00 and was only held for 1 night, there was not enough interest for 2. The photographer made changes this year where in the past parents paid a \$20 sitting fee and received a free 8x10, now you pay the \$20 sitting fee but only get the free picture if you purchase \$45 in pictures. We may need to look for a different company as the response was not very good, the result was about half of last year's fundraising amount.

Chair's report

Ariel suggests that after each meeting, we can email the minutes to everyone who attended. If these members make no changes or have no response, this will indicate your acceptance and approval of the minutes as they are presented. Once approved, they will be posted on the PAC website.

The pancake breakfast is coming up quickly and she is trying to get together a committee to plan it. Tania and Lana said they would help. Barb volunteered to pick up supplies and help photocopy. Tania agreed that on the day of the breakfast (December 16th), she would come to the gym to meet the fire firefighters to let them in so that they can get set-up. Ariel said she would contact the firefighters or give their number to Wally so that he could confirm.

Ariel said that Calvin has been reviewing and working on amendments to our bylaws and constitution. We are required to give a month's notice to change a bylaw, first the PAC has to vote on the changes and then the amendments are sent to Victoria for implementation, we are looking to move ahead on this in the new year.

Glen had mentioned that we should look at a different pizza fundraiser through Dominoes, where parents purchase a card for \$10, and the card entitles them to several freebees but the card only costs \$1 or \$2, so there would be a great profit margin for us, he wants some help to run the campaign. We are not running a Panago fundraiser this year.

Crystal will run the Christmas seat auction again this year, and we will also be having a bake sale at the event. Wally agreed that he would draw attention to the winners of the seat auction, clarifying to everyone that the winners are not budding in line! Ariel will make the "reserved" signs for the winners, the performance will be in both the afternoon and evening of December 13th. Intermediate parents will have to step up to run the bake sale as the team that usually runs it, all have children in primary grades and will be attending the performance.

Committees

Ariel is encouraging more committee forming and will prepare something to include in the next school newsletter. She feels strongly that we especially need a fundraising committee. She does not have the personal resources to run any of the big initiatives herself this year, but as Chair, is totally supportive if other people want to step up and take the lead. We will see what comes out of the donation drive, and noted that the Multi-Cultural dinner will only go ahead if someone steps up to organize it and noted that even though the MC Arts Festival was a success, it was a lot more work than the dinner event was. The Playground Grand Opening was a great success but it was run by only 3 people, she was especially thankful for the spontaneous support from a small group of grade 7's that made a tremendous difference. We will revisit the MC event over the next few meetings but by February, if there is no interest, it will be cancelled, there is still lots of time, we don't need to decide tonight.

Parent Classroom Reps

Ariel opened the discussion to ask our thoughts about implementing Parent classroom reps with 1 parent per classroom or division, this parent would liaise between the teacher and other classroom parents and report back to PAC in an attempt to get more parent engagement? Anne-Marie asks what would the parents have to do. Ariel said that she envisioned creating more community from classroom to classroom, the parent could reach out to other parents in the classroom, distribute information, encourage volunteerism, even help alleviate issues such as bullying by helping direct other parents to sources of help like the

school counsellor or principal. Another parent added that they have tried to do this a few times and it was unsuccessful. It seems that the same people show up to volunteer time and time again and rather than bringing in “new” people, these reps would just be people that are already supporting PAC initiatives. What would we do in the case that one particular classroom did not attract a parent rep, they would be left out of news and activities. Ariel said that some other schools send out a PAC newsletter outlining what the PAC is working on and requests a specific commitment of volunteerism from each family. We had big turn outs for the PAC meetings last year because parents didn’t mind coming if the kids had an opportunity to learn about science or other special interests while they attended the meeting. Calvin added that at the DPAC meetings, they serve refreshments. Ariel suggested that we look at a babysitting service that the grade 7’s could run or we could ask for volunteers from Burnaby North. The science club connection from SFU was great last year.

Anne-Marie suggests that maybe we should send out a survey and ask parents what would engage them, how they like to access information about PAC and our fundraising activities and from that we could create an email list. Ariel supported the idea and suggested that we offer any completed surveys would be eligible for a draw, we could make the survey available in both paper and on-line version. Ariel said that she is also disappointed about the Poster Board down at the kindergarten entrance to the school, it has been vandalized several times now and had to be removed, which was unfortunate as it provided an effective visual tool, and encouraged parents of the younger children to get involved. Ariel said we should solicit for a gift card donation that we can offer as a draw prize and she will draft up a survey and suggested that we send it out in January. Adam agreed to input/analyze the survey responses.

Emergency Preparedness/Health and Safety

Barb confirmed that the professional company has been booked and the first lice screening is going ahead next week Monday and Tuesday, at a cost of \$1.50 per head, half the price we were expecting. If this goes well, we can book them for additional sessions at an approximate overall cost of \$550 which includes an educational seminar, which will be held on Tuesday evening following the screening. Infected students get a notice and treatment information in a sealed envelope, students who are not infected will only receive information about the screening and what to look for in the future, general information. This company is very professional and private, class lists will be prepared and any infected students will be forwarded to Wally who will then notify the parents. The envelopes that are sent home will look the same but have different information inside to maintain confidentiality. We will have the teachers distribute these at the end of the day.

DPAC

Calvin reported that he attended the recent DPAC General Meeting which had presentations on household emergency planning and expanded to discussion about school emergency planning, basically the issues that Wally brought up in his

Principal's Report tonight. On November 21st is the next DPAC General Meeting where Brandon Kerr will be presenting aboriginal perspectives imbedded in the redesigned new curriculum. It will provide us with information about improved awareness on aboriginal education for Burnaby parents. It is not about just educating aboriginal students, but all students.

The SD41 implemented policy in support of LGTBQ gender neutral washrooms has been approved for most high schools, and is being introduced at the elementary levels as well. They are proposing 1 gender neutral washroom at each school. Traffic issues will also be a priority for discussion at this meeting and should be interesting as an RCMP rep will attend to provide information. The SD41 annual budget will also be discussed.

On November 30th, DPAC is offering an information session "So you want to keep your kids safe" at Burnaby North Secondary, 7:00 – 9:00 pm, and will have representation from Crimestoppers to address social media reporting on inappropriate online activities, cyber-bullying behaviours, and guns and gangs campaign.

DPAC is in the early planning stages of an "all candidates" Town Hall meeting in April 2017 where candidates running in the 2017 election will attend and one person from each party will respond to questions about education. There is usually a good turnout for this meeting, about 50-60 people, and the Parent Information night attracts approximately 200 people.

OTHER

Atik, member at large, wants to implement a school garden. He wants to apply for a grant through his place of employment to support this initiative. Ariel asked if anyone had any objections? All were in support. Barb added that in the past, the biggest limitation to a successful garden project has been access to water, there is no source nearby. Barb will connect with him and will look up what was done before. Ariel added that we have \$570 left over from the playground fundraiser for trees that could support the garden project. Barb added that getting teacher support would help, Ms Arora worked on this in the past and may have important insight to add, teachers were interested but parent support was lacking. Wally added that they had a garden at his old school, and accessed an outside tap with a key. Barb said that we have an outside water source but there was a problem getting the key. Barb added that we would need a hose. Wally added that the upcoming Park Board redesign of the playground/pool area may support a community garden and maybe access to water.

Anne-Marie added that McDonalds at Gamma/Hastings wants to support another literacy campaign for Capitol Hill on Friday December 2nd between 5:00-7:00 pm, last year they donated \$3000, 20% of sales in the that time slot which helped us purchase the levelled readers. They are willing to support the purchase of smartboards if literacy targets have been met and asks Casey and Wally what else

we want that McDonald's could support for us. Staples reached out and offered a donation of \$1200 in school supplies, but needs the school to submit the request outlining specific items. They also want us to enter a \$25,000 draw, eligibility is established by us recycling ink products like felt pens or printer ink cartridges. She will provide the details to Wally.

Meeting adjourned.