

Capitol Hill Elementary PAC
Minutes of the Meeting – Wed. January 11, 2017
Meeting #5

Time: 6:30 – 7:50pm

Location: Capitol Hill School – 350 Holdom Avenue, Burnaby – Library

Attendees:

Mr. Kanno – Principal, Mrs. Armstrong - Head Teacher; Ariel Pavic-Chair; Calvin Taplay- Vice Chair / DPAC
Tania Ballantyne - Treasurer; Valentina Farley – Secretary Atikur Khan – Member at Large
Niamh Pollack, Lana Mitchell, Kaori De Cola, Theda Nguyen, Mabel Pank, Richard Asselin

Principal's Report 6:35pm

- Question was raised if PAC could have a notice go out the day before each PAC meeting reminding parents of the meeting and attaching a hyperlink to the Agenda to be discussed. Mr. Kanno confirmed this could be done.
- Mr. Kanno discussed the upcoming FSA exams for grade 4's and 7's
 - Grade 4 and 7 students in the province of B.C. take part
 - The FSA's occur in the months of January and February
 - The areas that are assessed are: Reading, Writing Numeracy
 - There is an online portion (EFSA) – Reading and Numeracy (60 min each)
 - Some students may be exempted or they may have adaptations provided (eg. Scribing).
 - Parents have the option of exempting their children – it must be done in writing to Mr. Kanno
 - There is a booklet (pencil/pen and paper) – Reading, Writing, and Numeracy
 - Non-computer portion of assessment 150 minutes (2.5 hours).
 - Assessments are marked locally (in district)
 - Results are given to families by March 31st (online results and also booklets).
 - Results are useful to schools and districts to see if there are areas as a school or district that we need to look to review strategies in teaching, providing supports for students who may be struggling.
 - The FSA process will change for 2017/2018
 - The time of year when assessments will be done fall (October/November)
 - Changing to better reflect the redesigned curriculum
- Mrs. Armstrong confirmed there are 89 students that will not be going on the intermediate ski trip. She has organized for them to go to Rev's Bowling instead. A parent asked what the deadline is to pull out of the ski trip and was informed it is 30 days prior to the trip.
- Mrs. Armstrong also brought up that a few teachers would be interested in doing a small 10-15 minute presentation at the beginning of a few PAC meetings based on parents' request for information. Calvin brought up the possible subject of the New School Curriculum. Casey said she'd keep us posted as to possible presentations

Snow Removal Volunteers 6:50pm

- Atik brought up the problem with the snow removal and the possibility of getting parent volunteers to come and remove ice and snow from the school walkways and driveways. Mr. Kanno apologized on behalf of the School Board for the situation but cited not enough man power, salt and the holiday break. They have tried their best to shovel and salt but with only a part-time custodian it is very challenging. The problem with using parent volunteers is the WCB/Safety issue and the Union issue – he will look into the option of using volunteers

Chair's Report 7:05pm

- Ariel Pavic thanked all the volunteers for the wonderful job done at the pancake breakfast. It was run very smoothly and efficiently
- Ariel inquired about the dishwasher installation. Wally said the requisition was submitted last year and approved. The plumber came to site to survey and nothing came of it. Wally has resubmitted approval to the maintenance department and will hopefully hear back soon.
- Calvin has updated the Bylaw constitution as agreed upon at last meeting. Hasn't been done in over 8 years. He has eliminated non-exec positions, made DPAC position an Exec, limited Members at Large to 3, taken SPC out, introduced more electronic distribution rather than print ie: Secretary to post to Website and not distribute and moved Exec elections to Oct but kept DPAC one in May. The changes are now posted on the website for review for parents. All changed are red lined. Parents have till February 8th to voice any opinions

- Brought up lack of mechanism for School to communicate to parents the school plan. Wally asked the Burnaby District Office and they said we cannot establish another SPC like group and add to the constitution. Execs cannot replace the SPC. An option raised to incorporate the school plan in Principal's report at each PAC meeting. Wording for the constitution suggested "Principal must consult with PAC in term to share School Plan"
- New constitution to be voted on at March meeting.
- Special event committee to meet on January 25th at 6:30pm in library to discuss possible movie/parent wine social. Kaori De Cola joined that committee. At the moment there are no plans in place for further fundraising for the year. Possible February bake sale proposed – to be scheduled on February 10th. Santa photos made some money.
- McDonald's donation to go directly to buying more levelled readers. Wally was asked how he thinks Cap Hill ranks in being well equipped for readers, smart boards etc with other schools. He said we are one of the better equipped schools he's been to. Other than the sound system is lacking and more outdoor play equipment is needed. PAC asked Casey to bring cost of play equipment to next meeting to allocate funds from the gaming grant for purchasing.
- Wally voiced his wish for the PAC and the School to be more of a collaborative relationship with cost sharing. Doesn't want to solely rely on the PAC to purchase items that should be supplied by the Ministry.

Treasurer's Report 7:25pm

Gaming : \$6,437.72

General: \$9,241.95

Total funds: **\$15,679.67**

The breakdown for the general funds is:

Health and Safety: \$3,285.36

Garden funds: \$548.37

General use funds: \$5,408.22

December expenses not yet cashed: \$ 49.96 -Bake sale supplies

\$337.81-Pancake breakfast & Photo supplies

Garden Proposal 7:30pm

- Atik Khan presented his employer BC Ferries' proposal to fund building a Garden at the school. They require a costing budget before they can approve funds. They also need a proposed location for the garden. This must be a collaboration between the staff, parents and students – as a community building opportunity. All materials must be recyclable.
- It was shared by Wally that Forest Grove has a garden and it is run by one parent who is very invested in it. He believes if she leaves the garden project could end. There must be more than one parent and/or staff to ensure the continual upkeep of the garden. It was proposed to make this a Garden Beatification project rather than a vegetable garden to cut down the maintenance of it – i.e. planting trees around playground. Could we use existing garden and enhance it?
- There are a few teachers that would be interested in helping. Burnaby District Office will ok a trough but not raised garden beds. Suggested we pay someone over the summer to upkeep the garden. Atik to contact Kaori, Barb Steden and the interested teachers to have a sit down meeting and hammer out some details that Atik can take back to his employer.

Important Websites to Keep Informed on School Related Topics:

- **Capitol Hill PAC Website:**
For inquiries regarding PAC meeting, events or volunteering, please send us a message at: caphillpac@gmail.com. We are also on Face book: follow us at Capitol Hill PAC Burnaby
- **Capitol Hill Elementary Website:** <http://capitolhill.sd41.bc.ca/>
- **School District website -** www.sd41.bc.ca/
- **Ministry of Education website -** www.gov.bc.ca/bced/
- **BCTF website -** bctf.ca
- **BCCPAC website -** info@bccpac.bc.ca

The next PAC meeting is to be held on Wednesday, February 8th, 2017