

**Capitol Hill Elementary PAC**  
**Minutes of the Meeting – Wed. Oct 11th, 2017**  
**Meeting #1**

**Time:** 6:30 – 8:15pm

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

**Attendees:**

Wally Kanno – Principal, Casey Armstrong - Head Teacher; Ariel Pavic-Chair; Tania Ballantyne - Treasurer; Valentina Farley – Secretary

Raff Pucci, Niamh Pollak, Heaher Reid, Mabel Pank, Lana Mitchell, Barb Steden, Sandra Jackson, Ann Einstein, Julianna Hoy, Tuhue Trieu, Amy Phun, Loanne Watson, Kaori DeCola, Tarynne Walji, Brad Li, Sabrina Spaziani, Maria Pucci, Lilia Tsui, Susan Shiu, Herpaul Raj, Arwinder Dhillon, Adam Ballantyne

**Parks Board**

- Rohan Matts from the Parks Board came to get feedback from parents about what type of afterschool programs could be offered at Cap Hill. Some suggestions were offered. If any parents are interested in giving their opinion they are asked to go to <https://www.burnaby.ca/Things-To-Do/Be-Active-Programs/Programs-for-Everyone/After-School-Programs/Afterschool-Survey--Northwest.html>

**Principal's Report**

- Mr. Kanno told us that we lost a division right at the beginning of the year and that is why the placement of students was delayed. Mr. Jung had to be transferred back to Brentwood Elementary due to their numbers so all kids that had been placed in his class had to be placed elsewhere. We now have 378 students enrolled.
- Ms Armstrong asked whether the PAC would enjoy teacher presentations at some meeting to showcase various learning techniques etc. If anyone is interested in learning about a specific topic they are encouraged to email her with any suggestions.

**Chair's Report**

- Ariel opened with the proposed/past fundraising events put on by the PAC. It was discussed whether to send out a Direct Donation letter as in previous years as the school received a grant from the Province. This grant would serve in the same way the Direct Donations would, they go directly to the school and the PAC has no say in the direction of the funds. After some discussion it was tabled for the moment. A suggestion of doing a second Family Photo night was brought up for April to coincide with Mother's day. Valentina said she's look into it. Mabel brought forward the Domino's Pizza card fundraiser that was discussed at the end of last year. It was decided to run it in October with the proceeds split between Grade 7s and the general PAC fund equally.  
**VOTE: To spend \$600 to purchase the cards for distribution at end of October. Unanimously passed.**  
Raff and Maria Pucci once again volunteered to run the Gourmet Food fundraiser citing that they will need volunteers when it comes to handing the orders out. Kaori confirmed that Bake Sales will be a go and will work with the staff to co-ordinate the best days for them. Heather will run the Winter Concert Seat Auction. Loanne, Heather and Tania have volunteered to run the Pancake Breakfast with Valentina doing the shopping for it. It will be held on Dec 22<sup>nd</sup>.

**Treasurer's Report**

- General- \$3,834.83  
Gaming- \$825.08 (Does not include this year's grant of \$7,180.00 not yet received)  
Health & Safety- \$2,751.36  
Garden Fund- \$548.37
- **VOTE: Allocate \$10/Grade 7 student for Luncheon – 55 Grade 7's this year. Unanimously passed**  
**VOTE: Track/Field bus for Spring meet approx. \$580 – Unanimously passed**  
**VOTE: Teacher's consumables \$40/teacher – 22 teachers. Unanimously passed**
- It was discussed what the PAC would like to focus on this year and some suggestions brought forward were water fountain/bottle refill station, Brightlinks/Smart Board and Sound enhancement systems for teachers

## DPAC Committee

- If anyone else would like to join Tania B. as DPAC rep the commitment is every 3<sup>rd</sup> Monday of the month meeting at Burnaby South Secondary. Coffee and food is served at the meetings.

## Comittees

- Lice check in September found 5 active cases. Those families were contacted by Mr. Kanno. Barb said that some supplies from the Lice Kit provided to family by the PAC need replenishing. Also it was decided to have another Lice screening after Spring Break.
- Health and Safety committee communicated the kiosk was broken into over the summer but due to the high quality lock purchased, nothing was taken. The district came and repaired it. Should this re-occur in future it would cost +/- \$400 to repair. Also, another emergency bag was provided to the additional division acquired this year. Supplies in the kiosk need replacing. PAC instructed Barb to replace what was needed.

## Elections

The following positions were nominated, seconded and accepted to form the Executive for this school year.

- Chair – Valentina Farley
- Vice Chair – Tania Ballantyne
- Treasurer – Heather Reid
- Secretary – Lana Mitchell
- Members at Large – Loanne Walton and Adam Ballantyne

Thank you to all the members that volunteered for these positions.

Meeting was adjourned at 8:15pm

### **Important Websites to Keep Informed on School Related Topics:**

- **Capitol Hill PAC Website:** [www.caphillpac.com](http://www.caphillpac.com)  
For inquiries regarding PAC meeting, events or volunteering, please send us a message at: [caphillpac@gmail.com](mailto:caphillpac@gmail.com).  
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/](http://www.sd41.bc.ca/)
- **Ministry of Education website -** [www.gov.bc.ca/bced/](http://www.gov.bc.ca/bced/)
- **BCTF website -** [bctf.ca](http://bctf.ca)
- **BCCPAC website -** [info@bccpac.bc.ca](mailto:info@bccpac.bc.ca)

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