



École Capitol Hill Elementary  
November 14, 2018

## PAC Meeting Minutes

In attendance: Nelly Huang, Lilia Tsui, Maria Pucci, Raf Pucci, Mary Halfar, Susan Chiu, Irene Chan, Lark Maloff, Heather Reid, Valentina Farley, Lana Mitchell

### I. Principal's Update

- **Parking & traffic situation:** Mr. Kanno is glad to announce that there were three passionate parents who will be joining him on the task force to help make the school safer for our children. The fenced up area on Pandora will be prepped and leveled up to prepare for a modular building (preschool for 3-5 years old) and more parking space on Holdom. There will also be a fenced area for the preschoolers behind this modular building. Timeline is 2 months. This is a joint venture between the city and the district – they are still waiting for permit to be approved by the city council at this time.
- **Winter Concert:** Ms. Lui has decided to do a full-school performance for this upcoming winter concert. Due to capacity, we will have to be strict with tickets (2 per family) and we'd be encouraging families to attend the afternoon show if schedule allows. Shows are on Dec 19<sup>th</sup> at 1:30pm and 7:00pm. Dress rehearsal on Dec 18<sup>th</sup> at 9:30am. The theme is "December in our town". We will tie seat auction and ticket sale together.
- **Report Cards:** On Oct 16<sup>th</sup> there was a parent meeting with those classes that are getting a diff report cards this year (i.e. Grade 4 and 5). The report cards will contain no letter grades, with a proficiency scale, accompanied by an effort and a written portion where students will also have a voice. Intermediate in Grade 6 and 7 will see the regular report cards same as previous years. Report cards are handed out on Dec 21.
- **PAC donation update:** Out of the \$2,500 the PAC has donated to the school, \$1,500 will go towards a new laminator (to replace a beloved laminator from the 90's). The actual cost with tax is \$3,000. The remaining \$1,000 is still to be determined.
- **Hip Pop lessons are coming:** \$11 per kid (x 399 kids). Total cost is \$4,389. Vote for PAC to subsidize the lessons (from gaming grant) so the school will only collect \$5 per child – approved.

### II. CPAC



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- Burnaby Policy Department District 1 (4191 Hastings St.) has reached out to us asking for a CPAC representative to join them on monthly meeting (9:00am every fourth Thursday of the month September through June) where they will be discussing issues concerning local communities such as traffic and speeding in school zones, vandalism, chronic suspicious activities, home break and enters, and other safety concerns. We are looking for parents to reach out if you are interested.

**III.** Jetpack subscription – PAC will spend \$99 per year to have a backup for our website. This is coming out of the annual funding for PAC operational expenses.

**IV.** Pancake breakfast (Dec 21)

- Looking for volunteers to help us on this busy and fun-filled day! Please reach out to [PAC](#) if you are interested.
- Santa – confirmed. Mary will open the door to the firefighters at 7:30am. Felix will be our photographer and so far we have one volunteer as our runner.
- Will call for volunteers to put chairs out. Looking for X'mas decoration donations.
- As usual, children will need to bring their own plates/forks and we will be ready for compost and recycling bins this year!

**V.** DPAC update

- Oct 15's meeting focused on "Financial Controls and Practices for PACs" where they talked about PAC structure, the role and responsibility of PAC treasurer, fundraising, donations & community gaming grants, etc. Next meeting is Nov 19.

**VI.** Treasury update

- \$228 raised from pumpkin patch sale. Direct donation forms going out next month

**VII.** Q&A

- Can we get a second cross guard from the district during the construction? Mr. Kanno will pursue it.