

# Smiling Creek PAC Meeting Minutes - June 5, 2018

***\*\*Italicized - Denotes Action Items\*\****

Agenda Item	Discussion
<b>Call to order</b>	Meeting started at 7:02 pm
<b>President's welcome</b>	<p>Introduced PAC execs and outlined the goal of the Smiling Creek PAC</p> <ul style="list-style-type: none"> <li>* Rebecca Permack from Permack and Associates have offered to donate a commercial grade popcorn machine as well as a starter kit of popcorn, oil and bags to help us fundraise. She has also offered to include the option to donate \$250 to Smiling Creek PAC as a choice for her clients buying or selling as well.</li> </ul>
<b>Principal's Report</b>	<p>Smiling Creek construction is on track</p> <ul style="list-style-type: none"> <li>* interior is mostly done, interior cleaning is taking place</li> <li>* Occupancy is expected for early July (kindergarten orientation will not take place at the school)</li> <li>* Black top was delayed outside because of weather which caused delay in occupancy along with installing of hand rails</li> <li>* Playground structure design is done by Habitat (can support land of 35-40 kids) and have been signed off</li> <li>* Basketball and other outdoor games will be set up (4 squares, lines painted on playground) and should be ready when school starts in September</li> </ul> <p>Hiring is well under way</p> <ul style="list-style-type: none"> <li>* Caretaker and EA are in place</li> <li>* 8 teachers are coming from Leigh (as outlined in email sent earlier in the day)</li> <li>* 15 teaching staff in total, including librarian, music teacher, councillor and student services staff</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>* School will most likely open with 11 divisions (possibly one more)</li> <li>* Around 250 students</li> <li>* Trying to arrange witnessing ceremony with grade 3 and 4 (moving onto grade 4 and 5) to get the kids to meet each other and take on a leadership role in the school</li> <li>* Communal art to welcome kids and make kids feel like this is their school</li> <li>* June 14 kindergarten orientation will be at Victoria Hall with all Leigh staff transferring to Smiling Creek in attendance, as well as all kindergarten teachers</li> </ul>

Agenda Item	Discussion
<b>Principal's Report (continued)</b>	<p>Daycare</p> <ul style="list-style-type: none"> <li>* no registered daycare in Smiling Creek since licensing will restrict the space that can be used within the school, and school is expected to be at full capacity in 2 years, leaving no room for daycare</li> <li>* Kateslem is running after school programs in Smiling Creek (possibly can extend to before school once school is up and running)</li> <li>* Meeting with district community coordinator Jeff Stromgren to discuss after school programs</li> </ul>
<b>Treasurer's Report</b>	Passed around proposed budget for 2018-2019
<b>Banking</b>	<p>Motion proposed by Stacey Cruz, seconded by Terry Denney and passed: <b>To accept the financial institution at Vancity</b></p> <p>Motion proposed by Stacey Cruz, seconded by Terry Denney and passed: <b>To establish the chair (Rosey Manhas), treasurer (Tanya Hassard) and Jacquie Bekar to be the signing authorities</b></p>
<b>Committees</b>	<p>The following committees will need volunteers to be the coordinator</p> <ul style="list-style-type: none"> <li>* First week welcome</li> <li>* Traffic Coordination</li> <li>* Hot lunch program</li> <li>* Fruit &amp; Vegetable program</li> <li>* Freezie Day</li> <li>* Popcorn Day</li> <li>* Movie Nights</li> <li>* Clothing Drive</li> </ul> <p>The following committees already have a coordinator</p> <ul style="list-style-type: none"> <li>* Photo night (Tanya Hassard)</li> <li>* Entertainment books (Crystal McVeigh)</li> <li>* Cobs Bread (Rosey Manhas)</li> <li>* Emergency Preparedness Fundraising (Rosey Manhas)</li> </ul> <p>Interested volunteers please fill in the form at <a href="https://goo.gl/forms/bHllokqO46qFxNPEq1">https://goo.gl/forms/bHllokqO46qFxNPEq1</a></p> <p><b><i>Rosey Manhas to follow up with Marissa about possible deep freezer donation</i></b></p>
<b>Smiling Creek Activity Centre</b>	<ul style="list-style-type: none"> <li>* Community city coordinator gave an overview of the activity centre</li> <li>* The gym, multi-purpose room, and 2 rooms are shared space between school district and city</li> <li>* City can use the space starting at 5pm on weekdays and in weekends</li> <li>* Submit any program suggestions or input/feedback to <a href="mailto:smilingcreekrec@coquitlam.ca">smilingcreekrec@coquitlam.ca</a></li> </ul>

Agenda Item	Discussion
<b>Questions</b>	<p>How is the schedule for first week of school?</p> <ul style="list-style-type: none"> <li>* First day whole school will be in session for 10-10:30 to take attendance (and for school to send attendance to school district to determine how many divisions are needed)</li> <li>* Kindergarten will go through gradual entry <ul style="list-style-type: none"> <li>* Wednesday: split kindergarten kids into 3 groups</li> <li>* Welcome conversation on Thursday and Friday (20-30 minutes with teacher)</li> <li>* Gradual entry will go till end of 2nd week</li> <li>* Schedule will be sent out in July</li> </ul> </li> <li>* Grade 1 - 5 will have mixed classes so that staff can get a sense of dynamic between kids and decide on class assignments <ul style="list-style-type: none"> <li>* Each student draws a canvas that can be mounted somewhere as a display to commemorate being the first class in the school</li> <li>* Help name the school mascot</li> </ul> </li> </ul>
<b>Meeting adjourned</b>	Adjourned at 8:01 pm
<b>Next Meeting: Scheduled for September 11, 2018 @ 7pm</b>	