



Glen Elementary PAC Meeting | MINUTES

Scheduled Meeting date | time: Wednesday, September 28, 2016 7:00 pm

Meeting location: Staff room, Glen Elementary

Meeting called by:		Attended by	
Kathleen Epherre		Kathleen Epherre	Erin Heinrichs
Type of Meeting:		Nadine Gibb	Tina Bianchini
AGM		Suzi Allen	Luya Huang
Facilitator:		Camille Corej	Rhea Delvecchio
Kathleen Epherre		Nadia Shaikh	Heather McMullen
Notetaker:		Naeem	Sarah Husband (non
Camille Corej		Leah Zille	voting)

Agenda item: Call to order and minutes | **Presenter:** Kathleen Epherre

Meeting was called to order by Kathleen Epherre. With more than five voting members present and at least two executive members present, quorum was met. Minutes of June 22, 2016 were reviewed. No edits required.

Approved by Suzi Allen | **Seconded by** Erin Heinrichs

Agenda item: Chairperson report | **Presenter:** Kathleen Epherre

Kathleen will not be returning as PAC Chair for the 2016/2017 school year due to her return to full time studies. Kathleen thanked everyone for their support throughout her tenure last year. The members thanked Kathleen and applauded her outstanding commitment and dedication to our school community. She will be missed!

Agenda item: Principal's report | **Presenter:** Sarah Husband

- o Good start to the year – classes were set by the first Friday of the year which helps students get settled quickly. Some issues around crowding. 40 additional kids showed up in the week before school to register; as school is at capacity, some had to be sent to neighbouring schools
- o Update on addition to the school: Drawings are on display in the main hallway. Four additional classrooms will be added to the East wing of the school, will also add some offices and additional storage, toilet. While the construction will be disruptive, the administration is working closely with the construction crew to ensure as minimal disruption to learning as possible. The goal is for it to be finished by Sept 2017. Please note there will be no summer learning in 2017 at Glen Elementary to accommodate the construction needs.



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- Learning services are being reviewed at Glen Elementary this year to look for opportunities to enhance practices.
- Sarah expressed her gratitude to the many parents who have helped to get the year off to an amazing start:
 - book fair helpers
 - Edu-pac and sports equipment prep
 - Parent greeters for Kindergarten families
 - \$1600 in playground equipment was purchased by PAC
 - Technology purchases by PAC, so every classroom now has either a projector or smartboard. Document cameras were also purchased which projects text from a book or notebook onto the whiteboard
 - 30 laptops provided to the intermediate classes (10 laptops in 3 classes) – will be able to access for research etc. They will continue to grow over time
 - Leah Zille applied to Polygon for money towards our playground resulting in a \$10,000 donation.
- Self-regulated Learning – language of zones/colors is facilitating discussions around attitude. This year, the school theme is about “Growth Mindsets” – the effects of praise – focus on growth mindset rather than fixed mindset – i.e. praise on attitude and effort, rather than final grades – is proven that children will spend more time on the problem and try harder. Not just “I can’t...”, get child to add “I can’t ---“yet””
- Terry Fox Run is set for Friday, September 30th
 - Ray Appel will be taped to the wall Friday morning (if we meet the \$5,000 target); Sarah will be dyeing her hair a fun colour, and Mme Hansen will be cutting her hair
 - Volleyball underway starting next week: Practices Monday morning 7:50, Wed until 3:30, Friday at lunch
- Lunch Monitors – 45 kids are serving as monitors and so far going well.

Agenda item: Treasurer’s report | No report

Update will be provided at the next meeting.

Agenda item: Recycling report | Presenter: Nadine Gibb

The last Recycling Saturday was the previous weekend. Not as successful over the summer, but the last one in August grossed \$500. Seems to be growing. Recycling takes place 3rd Saturday of the month from 8:30 am – 12:30 pm. Volunteers are needed.

ACTION: Recruit recycling volunteers | **Responsibility:** Nadia Shaikh Naeem



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Agenda item: DPAC report | **No report**

DPAC meeting being held tonight. No update.

Agenda item: Canadian Parents' for French report | **No report**

We currently do not have a representative.

ACTION: Recruit CPF rep | **Responsibility:** Suzi Allen

Agenda item: Emergency Prep report | **No report**

We currently do not have a representative; but as a lot was done last year, this position does not need to urgently be filled. Emergency release forms are all up-to-date.

ACTION: Communicate need for Emergency Prep rep | **Responsibility:** Leah Zille

Agenda item: Grade 5 report | **Presenter:** Erin Heinrichs

- Zajac Ranch has been booked for year-end activity: June 2nd (Friday). \$500 deposit has been made (can be refunded if necessary).
- Erin has drafted a fundraising letter to solicit donations from local businesses for the grade 5 activities
- Sweatshirts – Naomi Jones has been in touch with last year's supplier and the order process is underway
- Suzi has contacted the City of Coquitlam to run an after-school programme called "Home Alone" for grade fives so they can be prepared when they are home alone. Will run over four Fridays

Agenda item: Scholastic Book Fair | **Presenters:** Suzi Allen & Camille Corej

This year's book fair was a great success – lots of volunteers made it easier. \$4,288.53 was sold at the Book Fair which results in \$2,587.50 in credit for books to the school. This was Suzi and Camille's last book fair. They have done an amazing job establishing this at our school and will be terribly missed next year.

ACTION: Communicate need for book fair coordinators | **Responsibility:** Leah Zille



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Agenda item: Hot Lunch Report || **Presenter:** Suzi Allen & Camille Corej

Hot lunch are scheduled for the following dates for the 2016/2017 school year:

- Friday, November 4, 2016 – McDonalds
- Friday, January 27, 2016 – Subway
- Friday, March 10, 2017 – Hot Dog Day (run by Grade 5 parents and kids with proceeds to Grade 5 activities)
- Friday, May 5, 2017 (Cinco de Mayo) – Taco's- maybe have a Mexican Fiesta spirit day
- Friday, June 9, 2017 – Pizza day

Agenda item: PAC Executive Elections || **Presenter:** Nadine Gibb

Nadine Gibb called for nominations to all of the executive positions. The following people were nominated and unanimously voted in:

Co-Presidents: **Nadia Shaikh-Naeem** and **Leah Zille** (nominated by Camille Corej)

Vice President: **Nadine Gibb** (nominated by Leah Zille)

Secretary: **Camille Corej** (nominated by Suzi Allen)

Treasurer: **Jeannette Jackson** (nominated by Leah Zille). **Luya Huang** is willing to help/shadow Jeanette with the treasurer role

The following members have volunteered for the following positions:

DPAC representative: **Tina Bianchini**

CPF representative: **Vacant**

School Planning Council: **Nadia Shaikh-Naeem, Nadine Gibb, and Leah Zille** have been appointed to this position.

Emergency Preparedness and Health and Safety coordination: **Vacant**

Fruit and Veggie Coordinator: **Zuzana Stvrtecky** (Heather McMullen would like to help Zuzana with this role. She has Food Safe credentials).

Spirit Day & Santa Breakfast: **Suzi Allen and Rhea Delvecchio**

Grade 5 Coordinators: **Stella Loreten, Gail Forsselius, and Zeba Bohmoni**

Recycling Coordinator: **Nadine Gibb** (Luya Huang will assist)



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Hot Lunch Coordinators: [Suzi Allen and Camille Corej](#) (Heather McMullen will assist)

Parent Volunteer Coordinator: [Nadia Shaikh-Naeem](#)

Book Fair Coordinators: [Suzi Allen and Camille Corej](#)

Staff Appreciation Luncheon: [Vacant](#) (Camille to reach out to Anjelica to see if she wants to continue this year)

Terry Fox Coordinator: [Vacant](#)

Facebook Coordinator: [Erin Heinrichs](#) (Camille will add Erin Heinrichs and Leah Zille as administrators)

Communications Coordinator: [Leah Zille](#) will role this into the Co-President role

Next Meeting: Wednesday, November 9, 2016 at 8:45 am | PAC Kitchen