

ÉCOLE GLEN ELEMENTARY SCHOOL

Parent Advisory Council (PAC) Meeting Minutes



Glen PAC Minute

Date | time October 23, 2023 | 7pm | *Meeting called to order by* Natalia

In Attendance

PAC Executives: Eveline Yu, Natalia Fonseca, Kristine Alvarez, Isabela Lloyd, Rachel Au, Heather McMullen.

School Staff: Nicole Daneault – Principal, Tamara Sengotta – Vice-principal, Marnie Gordon – PE Teacher

Parents in person: Noëlle, Ahmed, Mohammed.

Parents online: Irina, Asmaa Hashesh, Yolanda, Shahab Kavousi, Mahdis Araujo, Shannon, Dominic.

Welcome

The meeting was called to order by Natalia Fonseca.

The meeting agenda was presented. Kristine motioned to approve. Heather seconded.

The minutes from the previous meeting were approved.

Administrator's Report

Mrs. Sengotta updated the school community on several items. She mentioned that the **Music program** is progressing well and that the choir will perform at the upcoming Remembrance Day Assembly. Due to fire code restrictions, only students will be allowed at the assembly.

Mrs. Sengotta also reminded parents about the **school's policy on Halloween costumes** and Pajama Day on November 1st.

Ms. Daneault announced that Glen will no longer be running the concession stands at the **volleyball and basketball jamborees** at Pinetree Secondary School. However, PAC will keep the proceeds from the grade 4 jamboree at Glen. She also asked for parent volunteers to help with the concession. She thanked Ms. Gordon, PE teacher, for organizing the tournaments.

School Updates and Policies Reminders

- **November Events:**
 - Natalia discussed the busy schedule for **November**, including various events and activities. The calendar is available on the school website and also on [Glen Elementary PAC Group](#) on Facebook.
- **Glen Park Survey:**
 - Natalia mentioned the Glen Park Survey and thanked everyone who participated.

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School Updates and Policies Reminders - continued

- **Treat Day:**
 - The Grade 5 Committee has decided on Timbits and hot chocolate for the upcoming Treat Day, which will be organized by Mr. Campbell's class. Natália encouraged everyone to join the Whatsapp group for Grade 5 and asked for suggestions for new ideas.
- **Traffic Safety:**
 - Natalia mentioned a meeting with Kathleen Nadalin from CIBC to discuss traffic safety around the school. She discussed the ongoing issue of congestion and unsafe parking around the school during drop-off and pick-up times. She informed the PAC that herself, along with Eveline and Ms. Sengotta will have a follow up meeting with city engineers, police, and school families to address these concerns and to find potential solutions.
 - Mrs. Gordon highlighted the issue of pedestrian safety and convenience, particularly regarding the use of staff parking lots as a makeshift sidewalk and the lack of a formal crosswalk.
 - The PAC members decided to bring up this concern to the relevant authorities.
 - Mrs. Denault clarified that certain sidewalks have been closed for safety reasons due to ongoing construction.
- **Class Reps:**
 - Kristine and Eveline thanked the class reps for their assistance in communicating between PAC execs and parents in the Whatsapp groups. They requested for Class Reps from Divisions 1 and 11. If any parent in Division 1 or 11 would like to be class reps for their division, please email pacglen@gmail.com

Treasurer's Report

Current state of bank accounts (presented by Rachel Au, PAC Treasurer)

Rachel presented the current state of the organization's bank accounts as of September 30th:

Community: \$18,901.18
Gaming: \$ 9,470.36

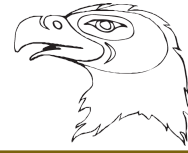
Rachel mentioned that the account appears inflated due to funds from lunch payments not yet paid to vendors.

Additionally, she explained that the money from the Gaming account is a grant from the BC government.

Rachel also touched on the organization's recent fundraising efforts: Excel Martial Arts course raised \$ 1,300.39 and White Spot hot lunch raised about \$450.00.

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Treasurer's Report - continued

Rachel also discussed future fundraising plans including hot lunches, movie nights, the Volleyball Jamboree, the Winter Fair, The Card Project, Purdy's Chocolates, the Scholastic Book Fair, another Martial Arts program, Treat Days, and PAC donations (School Cash online).

Gaming Account Budget Proposal

Rachel presented a proposed budget for the Gaming account, which includes funds from the government with specific spending restrictions (\$ 19,745.00).

The budget proposed:

- \$2,645: Carrying forward a portion of the funds for future use
- \$4,800: Field Trips
- \$4,000: HipHop
- \$3,500: Extracurricular activities (especially Arts)
- \$4,000: Audio System*

Rachel mentioned a small amount will be directed to the potential training of more people in food safety for the fruit and veggies program.

She left the discussion open for questions and comments from the team.

*Amendment: It has been noted that the Gaming Grant cannot be used towards the Audio System - the \$4,000 will currently remain in the Gaming Account [as of Nov. 10, 2023].

Technology Budget and Voice Amplification System Discussion

Mrs. Sengotta discussed the school's technology budget and the importance of the voice amplification system for students, particularly those learning English. She mentioned that the school has negotiated a deal to purchase 14 more systems (the school has 10 at the moment), which will cost around \$20,000.

Mrs. Daneault expanded on the benefits of the system for all students, particularly those with attention disorders or hearing issues. She also mentioned exploring other sources of funding to defer some costs potentially.

Community Account Budget Proposal

We started the school year with around \$11,000 that was carried over from last year. Rachel detailed the various programs and funds maintained by the school's Parent Advisory Committee (PAC) and the budget proposal for this year.

Incoming funds: (\$30,375.00)

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- \$11,605: To be allocated.
- \$ 4,800: Classroom support fund. This is to support teachers in their purchases to enhance learning experiences in their classrooms. Ms. Daneault clarified that while the government does provide some funding, the PAC's contribution is greatly appreciated as it covers additional expenses that would otherwise be paid out of teachers' pockets.
- \$ 5,059: Audio System
- \$ 4,500: to be carried over into 2024/2025.
- Other small amounts will be for administration fees (~\$375), staff appreciation event in May (\$2,500), and the student services support fund (\$1,200).

School Funds Final Proposal and PAC Collaboration

Mrs. Sengotta explained the proposed use of funds for the school, including a significant allocation for audio system technology (around \$20,000). There was discussion about potential collaboration with the Parent Advisory Committee (PAC) to supplement these funds.

Nicole clarified that the PAC could provide non-food items like clothes and gifts, and Eveline suggested that some PAC money could be used for these purposes. Eveline also proposed setting aside funds for teacher support and field trips.

The PAC decided that the amount for teacher support would be distributed among the staff as admin sees fit and agreed to allocate \$4,800 for field trips, which would equate to approximately \$9-\$10 per student.

The PAC agreed to this proposal, with Ms. Daneault noting that the field trip funds should be divided per pupil for equity.

The motion was seconded by Kristine, Heather, Isabela and approved.

Rachel proposed a budget allocation that prioritizes technology to purchase 14 voice amplification systems for classrooms that includes:

- \$4,000: From the audio system in the gaming account.*
- \$5,059: From the audio system in the community account.
- \$11,605: From unallocated funds in the community account.

She also suggested that any additional funds secured by Mrs. Daneault could be used towards other technology needs and that a follow-up vote could be held to determine how to allocate the remaining amount.

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Upcoming Events and Fundraising

Natalia led a discussion about upcoming events and fundraisers. She mentioned The Card Project, which allows parents to order items online such as holiday cards, sketchbooks, notebooks, and tote bags.

The upcoming movie night, the Purdy's fundraiser, and the Winter Fair were also highlighted. Natalia mentioned there will be prizes from vendors at the Winter Fair.

Adjournment

Natalia motioned to adjourn at 8:06 p.m. Kristine and Heather seconded.

The next meeting is set for November 20, with the possibility of being a hybrid event combining online and in-person components.