



# ÉCOLE IRVINE ELEMENTARY PARENT ADVISORY COUNCIL

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3862 Wellington St., Port Coquitlam, BC

## Parent Advisory Council (PAC) Annotated Agenda

October 11, 2023 (7:05 pm to 8:40 pm)

We respectfully acknowledge that we live, work, and learn on the traditional, ancestral and unceded traditional territory of the kwikwəłəm (Kwkwetlem First Nation). We thank the kwikwəłəm who continue to live on these lands and care for them, along with the waters and all that is above and below.

**Participants:** Shawna Vincenzi, Dennis Shannon, Janae Walters, Maggie Harder, Michaela Ross, Jennifer Trumpour, Louise Farrell, Betty Chang and Kenneth Tong, Tiffany & Clinton, Tanya, Tarek, Eleanor Tso, Amir Esmaili, Michaela Ross, Megan Eglsaer, Catherine Powell, Sonya Gill, Alex Conway, Jessica Wang, Pauline Hwang, Flor Bonilla, Krista Hamblin, Briana Peddle, Mariam B, Rama Bagga, Sorabh Kapoor, Reza Hedayat

### **Adoption of agenda – Janae Walters**

**Motion: Michaela forwards**

**Motion: Megan seconds**

### **Adoption of June minutes – Janae Walters**

**Motion: Shawna forwards**

**Motion: Eleanor seconds**

### **Principals Report - Dennis Shannon:**

- Hot lunch this Friday (Oct 13), Subway.
- Kindergarten retakes Oct 19<sup>th</sup>.
- Pro-D day on Oct 20<sup>th</sup>.
- Halloween Oct 31<sup>st</sup> with parade plus classroom activities.
- PJ day November 1.
- November 2 another hot lunch: Red Robin.
- After school programs running this week using feedback from parents, more to come in the second term.
- Steve Harmer from Motivational Magic on Sept 11. \$891.45 was the total – will go to the PAC (budgeted – Art Starts).
- Tennis is Fun – running from first to third weeks of October. All classes get 4 lessons. Teachers could do a workshop with her if there is interest. She has noticed improvement in fine motor skills of kids participating. Cost may be split between PAC and school.

- Sensory path – material has arrived. Invoice in and will be shared with PAC. District will give us \$500.
- Indigenous education – plan to do drums but has not been confirmed. Ms Wong will look into that.
- Janae and Mr Shannon met with a local artist – her focus is ‘transient art’ (using natural products, can be reused, using the environment). Part of applying for a grant – due in October, will be submitted by Janae, theme is ‘stronger together’, may be joint with Coast Salish.
- Outdoor classroom – the circular concrete structure north of school and will be integrated into classes.
- Intellectual development goal – reading, goal for all kids in school at grade level. Program purchased - ‘UFLI’ for English students. Implemented for K-3.
- Human and social development goals – circle of courage, connectedness, belonging, and self-regulation.
- Indigenous learning goal – developing a sense of place.
- Meeting held with Grade 4 and 5 students – interested in volleyball and/or leadership. 64 kids interested in volleyball. Grade 5’s will go to jamborees etc., but grade 4’s can practice (and maybe join if needed). Volleyball practices may start next week. Leadership – may be broken into different groups – 50 kids were interested. Peer mentorship, helping in office or library, bringing balls at recess and lunch, gym crew, AV crew, door monitors (check that doors are shut). Students have to complete an application as part of the leadership team, to be signed by a staff member.
- Foundation Skill Assessments (FSA) – grade 4. Opened Oct 2, need to be completed by early Nov. Book and online portions. Trying to make it more consistent across classes. Parents have been sent information. Parents can opt their children out (as can the school).
  - Working with Michaela on traffic. May send a survey out to ask parents for feedback.
- Saleema Noon – asked local administrators for feedback on if other schools do this and how they handle it. He heard back from 27 elementary schools – 15 are just staff, 11 included outside speakers, and one used only outside. Of the 11 that used outside educators, but 3 will no longer have Saleema Noon come in. Will ask parents for feedback on offering this extra education at school – ask parents if they will view this as valuable education provided at school. Question: will this be followed up if it is possible outside of school hours? Answer: no longer offered by Saleema Noon outside of school hours. Comment: provide more information on what education is being provided to kids so it is clear what is covered by teachers, and what would be extra with Saleema Noon.
- Question: replacement of purple playground? Answer: Hope is for it to be completed by December, in approximately the same place as the old playground. The construction has not started yet though, so timeline is not set.
- Other playground – the blue plastic slide broke. Discussions with district about replacement of this slide (covering costs).

- Question: PAC storage bin – can it be kept and where can it be stored? Can it be moved and painted? Answer: It can possibly be moved and painted. It is quite full of PAC materials and could possibly be used for storage of other items such as soccer nets.
- Learn2Ride – chaotic week to start. The instructors said it went well, kids seemed to love it. Suggestion that there be some parent volunteers to help with drop off and pick up of bikes. Suggestion about offering it only to grade 5 but most grade 5s are in 4/5 splits. Bikes were stored in the multi-purpose room and overall it was pretty manageable.

### **DPAC Debrief – Michaela Ross**

- Brief introduction – Michaela is the District Parent Advisory Council (DPAC) rep as well as serving on the DPAC executive
- PAC101 presentation – Allison attended. Overall we are doing well, have some ideas for improvement.
- On a district level there will be a lot of discussion around SOGI which is currently a hot topic and looking at how to support parents on this.
- Traffic – a blitz was done early September with RCMP, ICBC, City engineers, City Bylaw officers. We are supposed to be getting a speed board which hasn't arrived yet. Another blitz planned in a month or so.
- If parents have any traffic contact the district, RCMP, city, ICBC, etc. Can call the RCMP non-emergency line for blatant traffic violations. Can call the city or use the Sort&Report app for parking violations.
- Speed bumps – expected spring 2024.
- Lights are discussed but nothing decided.
- Transit – discussions ongoing with them.
- Any education issues you would like to have discussed, can bring them to Michaela or any other DPAC officials. Emails can be forwarded from the PAC email.
- Question: are DPAC open to parents to attend? Answer: They are open to parents, online or at Winslow location. DPAC has a website with information on the meetings.
- A parent who is a structural engineer – gave Mr Shannon good feedback on how the parent drop off/parking area is operating

### **Budget Update - Shawna**

- General \$34,500 currently, expect to gain \$10,000 in fundraising.
  - \$5000 for music equipment etc. – hasn't been purchased yet.
  - \$4000 for events
  - \$2000 for school enhancements, activities.
  - \$5000 on playground fund (carried over from previous years)
  - \$7500 for classroom funds (will need to review with a new division – 19 total). Quite a few teachers maxed out their funds last year. Will confirm the number of full time staff to see if this will cover all teaching positions (19 + 3 support).
    - \$2000 school wishlist – request to Mr Shannon to bring up with teachers to see if there are other items to add.
    - \$750 for teacher appreciation lunch

- \$600 for PAC fees like babysitter at meetings.
- \$335 for Munchalunch fees.
- Discussion to look into the PA/mixer in the gym. Last year we were able to use Shawn Lam's system but he is no longer at the school. Ms. Trumpour will look into this.
- Question: have there been crossing guards in the past? Answer: yes until someone was hit by a car, and is now a safety issue.
- Question: can we get one of the life-size RCMP figures for speed control?
- Expect to carry over \$17,300 next year.
- Gaming currently at \$23,000
  - Just received our gaming grant of \$7,600 – based on number of students in school. Intended to be spent during that school year.
  - Will be spending \$4,000 on sensory fun – carried over from previous years.
  - Spending \$5,000 on playground fund – also carried over from previous years.
  - \$4,000 for art starts, Indigenous education, etc. – shared with the General Account.
  - \$6,000 for field trips (bus fees).
  - Expect to have \$13,000 at end of year – we want to get this close to \$0.
  - Can use gaming funds for the Carnival.
  - Discussion to increase bus fees since we have the money.

### **Motion to Increase Field Trip Fees to \$9,000 (Increase of \$3,000)**

**Motion: Michaela forwards**

**Motion: Shawna seconds**

**All in favour, Motion Passed**

### **Grade 5 Committee Update – Colleen Morel**

- No updates yet.

### **Roundtable Discussion**

- Will have a meeting in November, no meeting in December, first 2024 meeting in January. Can have a meeting in February – it is on valentine's day. Suggestion to move this meeting a day earlier or a week earlier.
  - Vote to move that meeting to Tuesday the 13<sup>th</sup>.
  - May AGM meeting the final big meeting.
  - Could do a 'social' meeting for June.
- Family dinner nights – will try to set up a Dominoes night, could do it before next week's Pro-D day, Michaela will look into it.
- Comment: Irvine is doing well at the Cobs location on Meridian.
- Hot lunch - first one this Friday. Please order a week in advance because late orders can't be added.
  - This year, vulnerable families are covered by the school.
  - Trying out some new vendors, trying things out. Please email the hot lunch email if your child can't make it.
- Breakfast with Santa – committee headed by Megan Eglsaer.
  - Call out for volunteers – currently have 4 volunteers but can use more.
  - Saturday Dec. 9<sup>th</sup>.
  - Santa is booked.
  - Planning will ramp up in November.

- Discussion to start cooking the food earlier. Expect it to be less busy this year but will try to assess expected numbers and plan accordingly.
- Suggestion: can we ask for arrival windows to spread out the crowd?
- Question: can we do some gluten free etc. options?
- Current fundraisers: Community Values coupon book (due Oct 17). Currently about 70 sold. Creative by Kids cards are in progress, should be sent home late Oct for parents to order, return to school by Nov 2, with cards delivered late November (by December 1<sup>st</sup>). Purdy's order is live.
- Subcommittee suggestion – a movie/game night? Movie in gym, games in multi-purpose room, need volunteers for that.
- Question: feedback for school pictures? So far parents seem happy.
- Question: Parent social at the Arms in October? Suggestion to do in spring instead. Michaela and Shawna will look into.
- Suggestion: school dance? Interest from parents. Some schools in district have brought in DJ's that work well with kids. Parent chaperones would be needed (don't drop kids off). Spring dance? Mr Shannon did not oppose. Could include food tickets.
- Please include child name and division on e-transfers to the PAC.

**Motion to move February meeting to the Tuesday February 13<sup>th</sup>**

**Forwarded Shawna**

**Seconded Sorabh**

**All in favour, Motion Passed**

**Adjourn meeting – Janae Walters**

**Motion: Maggie forwards**

**Motion: Shawna seconds**

**Meeting adjourns at 8:40 pm**