

PAC Meeting Minutes  
October 1, 2008

7:00 p.m.

Meeting called to order 7:05 p.m.

Introductions: Jen Henderson, Kathie Metzner, Hiroe Mertens, Stephany Herzog, Pam Fletcher, Joanna Hourihane, Tricia Fung, Craig Hodge, Christine Knoll, Theresa Kattler, Tracy McRitchie, Barb Mulligan, Amber Morfitt, Tracy Bowyer-Law, Jan Smith, Janet Kampf, Ivano Cecchini, Chris Towers, Jody Ewart, Anna-Lee Santana, Wendy Caldarone, Leanne Cardel, Scott Young, Marie Murdoch, Kelly Martin, Diana Madeiros, Kim Egli, Tam Shepert, Carol Wilson.

Approval of minutes: Note was made that September minutes were missing that Christine Knoll had volunteered and was elected for the position of Member at Large. Motion to approve minutes by Amber, seconded by Tam. All in favour, minutes approved.

Reports:

2008/09 PAC Budget review and approval Transportation assistance expense was increased to accommodate increase in cost and payment for bus to district track and field. Student Pride fund was added to support Ivano's student recognition program for good behaviour, formerly Leigh pride. Staff wishlist fund was also added to allow staff to purchase much needed supplies for the students to support extra-curricular activities.

Motion to approve budget by Christine, seconded by Scott. All in favour, minutes approved.

Principal's report Necessary items purchased last year used up approx. 1/3 of this years budget. Ivano appreciates the inclusion of the Student Pride Fund in the PAC budget this year. Assemblies were held in September to introduce sign language to the students. As well, presentation was held by Drake Stephens of Bear Aware to promote student awareness of bear safety procedures. FM systems purchased by the PAC last year have been received and have been put into use in classrooms.

ART smart presentation was arranged to during the September Pro-D day, supplies were left for use by the teachers. Also information was discussed/shared regarding the new fitness regulations.

Terry Fox Run went well.

Garden club has been formed and will be overseen by Janet McLellan. Plants purchased by PAC in the spring will be planted in the garden in front of the office tomorrow, Thursday October 2<sup>nd</sup>.

There will be many aspects/groups to the student leadership program this year. There will be a public relations group which will use the skills of the more outspoken kids, a service group which will use the skills of the quieter kids. Student voice will be for kids to speak to other students to determine needs/wants within the school for lunchtime activities, etc. and then presented to the staff. Theme day crew will be active in promoting various theme days including making posters to advertise the days throughout the school. Welcoming committee will be formed to help welcome new students to the community when moving into the area.

Upcoming dates of importance:  
Friday Oct. 3<sup>rd</sup> – World Teachers Day  
Thursday Oct. 9<sup>th</sup> – Photo Day

Ivano has suggested the following ways for parents to help out:

- Drop-off turnaround is improving, but still needs to be monitored.
- Recyclable snack containers versus disposable, as playground has lots of litter.
- He is encouraging parents to drop students off at the door as classes are being delayed in starting by parents presence in the classroom.

Updates:

Playground Equipment Ivano has been checking to see if the district will cover the replacement of the playground equipment that was burnt during the summer. There is someone coming from the district on Friday to assess the damage and make a decision.

After several years of accumulating funds PAC assets are to the point where we can look at purchasing new playground equipment. Kathie and Jen are requesting that a playground committee be formed to look into purchasing new equipment and apply for grants. Amber has agreed to take on this role and will look into options.

**Constitution Changes** Constitution changes will be circulated amongst the executive and will be posted on school web-site for parents to look at and give their input on. It is hoped that it will be able to be voted on at the next PAC meeting.

**Playground stencils** We have agreed in principal to work with the PAC that was going to purchase the stencils and share them amongst schools who wished to participate/contribute. Stencils have been received by school that purchased them. Painting has to be done by each individual school during a “pride day” with district supplied paint. Prior approval was received from the district for this to be done, but unfortunately it was not thorough and there are currently delays for final approval.

**Fieldtrip Policy** Call for donations has been sent out twice. Percentage received to date is about 60%. Funds raised from first movie night will also go towards the fieldtrip fund. Funds will be turned over to the school to allow for appropriate standardized fieldtrips for each and every class. Program will be reviewed at year-end to determine success of program.

**Get-Active Cards** Information will be coming home with students this week. Get-active cards allow Grade 5 students access to public swimming and skating sessions at no cost to encourage students to “Get-Active”.

**Fruit & Veggie Program** Last week’s delivery was pears. Program supplies full cases at a time. There was a large surplus due to caselot delivery. Extra pears were donated to the foodbank. 50 kids still need to return permission forms and cannot participate in the program until the completed forms are received. Teachers will try to send home second requests to the families who have not replied. Next delivery is carrots.

**Emergency Preparedness** Some emergency vests were purchased for the staff to wear during emergency drills to allow for easier visibility for the students and the parents picking up. Nothing else to report at this time.

Grade 5 Leaving Committee First meeting was held this evening. Hoodie design was discussed and chosen thanks to feedback from the Grade 5's. Order forms to come home in the next couple of weeks. Next meeting is in January to discuss annual and DVD.

Green Committee Tree planting was the major endeavour undertaken and completed last year. Focus this year will be on the tiered garden on the east side of the school. Work order has been placed with the school district to have the garden cleared and prepared. Plant materials will be donated by Mosaic Homes who are the builders on the other side of Soball. Secondary project is the grassy/muddy area between the sidewalk and the top layer of the garden also on the east side of the school. This area will be filled in with coloured concrete where students will leave either foot or hand prints. Garden club has started and will allow for planting of plants purchased last year in the garden area in front of the office. Seedlings donated last year will be replanted and tended to by the garden club.

Other major focus is implementation of a school-wide recycling program or expansion/support of the litterless lunch program. There is no recycling pick-up from the school at this time other than cardboard. There are a couple of teachers who are currently collecting recyclables and using the funds for their classroom. Removing recyclables from the school will also reduce pests problems in the school. Question has been posed to teachers to see which they would prefer the green committee to support; the litterless lunch program expanded, or a school-wide recycling program. Next meeting is Oct. 20<sup>th</sup> at 9:00 a.m.

Movie Night First movie night of the year is Oct. 17<sup>th</sup>. Movie being show is Kung-Fu Panda. Doors open at 6:30 p.m., movie starts at 7:00 p.m. Proceeds will go towards the school fieldtrip fund.

New Business:

Hallowe'en Decorating of Hallowe'en house will take place Wednesday Oct. 29<sup>th</sup> starting at 9 a.m. until it's completed. Any donations of props and time from parents during set-up and tear-down is greatly appreciated. Students will visit the Hallowe'en house on Thursday Oct. 30<sup>th</sup> and will be taken down on Friday Oct. 31<sup>st</sup>. Student costume parade will most likely be on Friday October 31<sup>st</sup>.

-Scott has offered to co-ordinate the evening security this year. Vandalism concern is greater with Hallowe'en falling on a Friday night this year. Parent volunteers are paired up and asked to call police if anything of concern is happening on the school grounds. Anyone who is interested in helping out by donating an hour of their time is asked to speak to Scott Young.

-Hallowe'en for hunger initiative is being discussed at the next staff meeting. Homes would be pre-canvassed with flyers advising them that students will be asking for donations of canned goods on Hallowe'en instead of candy. Each student that chose to participate would be assigned a small number of homes where they would collect food instead of candy. Food is then brought to school and donated to the local foodbank.

Family Photo Night        We were unable to book Family Photo Night in time for Christmas portraits this year. It was proposed that we consider booking early spring this year in time for Mother's Day. Ivano is checking with school photographer to see whether they may be able to provide this service in time for Christmas. Will be discussed at the next PAC meeting and a decision will be made at that time regarding the date.

Hand Sanitizers        A Kindergarten parent has a relative that works at Scott Paper and is looking at having 10 dispensers "donated" to the school along with some of the hand sanitizer. Some of the classrooms along the upper hallway do not actually have hot water within the classroom. If donation is available, Ivano will approach staff at the next meeting to discuss and will approach district regarding permission. Christine will report further at next meeting.

Traffic Safety        There has been a lot of concern raised from parents regarding traffic safety, especially in the drop-off area, parking lot and no stopping zones. There is still a small percentage of parents who are disobeying the signage/rules. Ivano will place a call to the city bylaw officer to have them attend.

A request has been made that the drop-off time be extended from 5 minutes to 10 minutes to alleviate congestion in the turn-around during morning drop-off. Challenges will be discussed more amongst parents and staff to see if any acceptable alternatives can be considered.

Within 3 months Soball St. will be pushed through to a connecting street further up the hill, which will allow parents to make a full loop and not have to turn around near the teacher parking lot.

Hot Lunch            First hot dog day went well. There were an overwhelming number of volunteers this year.

Elections:

SPC    Tam Shepert, Jen Smith and Carol Wilson have allowed their names to stand and were unanimously voted in.

Fundraising Coordinator (2 positions) No one has stepped forward to fill these positions so PAC will continue on with individual parents stepping up to run individual fundraisers.

Parent Ed. Coordinator    No one has stepped forward to fill this position at this time.

Minnekhada Liason            Tracy McRitchie has volunteered to fill the position of Minnekhada Liason this year. Minnekhada Liason is responsible for attending Minnekhada PAC meetings and reporting back to Leigh PAC.

DPAC Rep.            No one has stepped forward to fill this position at this time.

Member at Large (4 positions) Christine Knoll, Amber Morfitt, Pam Fletcher and Chris Towers have volunteered to be members at large.

Motion to adjourn by Barb, seconded by Jody. All in favour. Meeting adjourned 8:33 p.m. Next Meeting Wed. Nov. 5 at 7pm.