**Lord Baden Powell Parent Advisory Council Meeting**

**October 26th, 2021**

**Meeting Location: Virtual via Zoom**

**MINUTES**

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| **Item** | **Minutes** | **Lead** |
| WelcomeCall to order | Meeting called to order: 7:00  | Lana & Hollie |
| Approval of agenda Sept 28th, 2021 | Motion to approve agenda: 1st: Christine Quan2nd: Hollie Jones | Lana |
| Approval of minutes Sept 28th, 2021 | Motion to approve minutes:1st: Christine Quan2nd: Stacy Savidant | Hollie |
| **Principal’s Report** | 1. Enrolment
	* 304th student started last week
	* 305th student starting on Thursday of this week
	* Only a few spaces available in the entire school
2. Parent Teacher Conferences
	* Many teachers and families have mentioned how great it was to have in-person meetings. Very positive experiences and we hope more can happen in the future.
3. No letter grades for grade 4s and 5s this year
	* New Provincial Order taking effect soon that will see Proficiency Scales from K to Grade 9
	* We were 1 of 5 elementary schools out of the entire District last year that was still giving letter grades for grade 4s and 5s
	* I reported less than 30% of the District at the meeting but it is closer to 10% that were still using letter grades at the grade 4/5 level
	* Only 1 elementary school in SD 43 remains using letter grades for a term or two more
	* A newsletter will be going home to the impacted families (grades 3, 4 & 5)
 | Daren |
| **Teacher’s Report** | * Parent teacher conferences have taken place, some in person.
* Teachers valued the face-to-face meetings as more can be said in person and parents can see the classroom.
* Looking at assembly for Remembrance Day and it will be online again.
* Link to be sent out for parents to attend virtually.
* Sent home notices about Halloween costumes.
* Halloween parade will take place outside if it’s dry.

Question: Teams link for assembly – didn’t realize we needed our child’s log-in. Maybe send a note about the meeting with log-in information.Answer: Will look into sending a notice about logging in to your child’s account. | Department Heads |
| **Executive Reports** |  |  |
| Chair | * Learnings & reflections Orange Shirt Day partnership.
* partnered with prolific soul and donated all proceeds to IRSSS.
* going forward for Indigenous partnerships, we need to be aware to use Indigenous artists/companies etc.
* 2nd request for donation from Legion #263
* Sent a letter of ask which they have accepted.
* Want dollar figure for the outdoor garden and what we need so that they can figure out how to support us.
 | Lana |
| Vice Chair | * Meet-and-greet went well.
* Added 16 people to the PAC contact list.
* Plinko was a hit with the kids which brought parents in.
* Things we learned for next time:
* Do the meet-and-greet in September (if possible, with the welcome BBQ put on by school).
* Put up signs on all sides of the school, not just front and back.
 | Hollie |
| Treasurer | * See Treasurer Report (attached)
* Donation to IRSSS
* Christine and 3 LBP students went to IRSSS HQ to drop off two cheques (SCO and t-shirt purchases) for a total of $1687.50.
* IRSSS gave cedar feathers and they will be displayed at the school.
* Christine will note on the back of each feather what it’s for.
* 2021-22 Gaming grant.
* $5800 grant money ($20 per child) approved and received (auto deposited into gaming account).
* Are allowed to use it but with restrictions.
* Pizza night rounded up by Domino’s to $300 even.
* Paid for yearly Much a Lunch program.
* Have over $6000 in the general account.
* Have over $7000 in the gaming account.
* Have $1505 in the School Cash Online (SCO) account.
* Have $500 in the PAC general account (holds general donations. Eg: parent walks up to Daren with cash/cheque).

Daren: we’ll get a top up in the gaming account for the additional students from the Ministry of Education. | Christine |
| Secretary | * Minutes drafted and disseminated to PAC participants.
* Finalized May 2021 minutes uploaded to the LBP website.
 | Hollie (acting)  |
| DPAC Coordinator | Demystifying how to run a PAC* Good for next year when we have a new chair.

Planning for post-secondary education * Scheduled for Oct 27th
 | Stacy |
| Hot Lunch | * 3 Munch a Lunch set up this term.
* Tracked down the old suppliers and we only lost one (Boston Pizza).

**Suggestions:** * Austin Heights Pizza to replace Boston Pizza.
* Pizza hut may have personal pizza.
* Domino’s Pizza had a system – 2 pieces per personal box.
* Subway lunch November 5th
* ordering closes today.
* Christine, Stacy, Shirin and Hardeep will prepare hot lunch on November 5th

**Suggestions:** * Kindergarten classes needs their placemats
* parent volunteers will deliver to kindergarten classes and student hot lunch monitors will take care of their own classes from gr1 and/or 2 up.

Question: Do the kids pick up the bins or do the parent volunteers bring the bins to the class rooms?Answer: Kids will go to the gym to pick up the bins.* Need to make sure parents know where to go to deliver to kindergarten classes.

Action: Dawn Smith will provide a map with rooms that need to have bins delivered highlighted for parents who may not know where the classes are. * Deliveries will be made while kids are playing outside.

Action: Dawn will send email to teachers regarding placemats.Question: should we continue with paper notices or have Ms. Batac email out?Answer: keep the paper notices.* Looking at approximately $600 profit for this term.

Action: Hollie to make PAC list into a Google doc with access for Stacy and Lana.**Suggestion from Shirin:** family has pizza shop called “Omega Pizza” in Port Coquitlam that would be able to help with hot lunch. | Stacy |
| Fundraising | * $265 rounded up to $300 (Domino’s donation)
* Waiting for the mask company to confirm the order and then they will ship.
* Mask designs are from Lisa and Dawn – same design as the house teams (colour and symbol elements): Orca, Salmon, Bear and Wolf using Indigenous designs.

Question: can we use Munch a Lunch site to fundraise?Answer: Yes, we’ve used it for fundraising in the past.* Would be nice to take additional work off the school – Munch a Lunch is run by the PAC.

Action: Dawn will send email to teachers to make sure every child knows which house team they’re on | Sergio |
| **Grade 5 Activity Coordinator** | **Update: grad hoodies** * Ordered hoodies for all grade 5 students minus a few who declined by choice.
* Support for 6 turned into support for 4 (total the PAC pays changed to $85.50).

**Grade 5 camp plan*** Booked Sasamat Outdoor Centre
* not a sleepover
* Includes lunch and dinner.
* Canoeing, archery, orienteering and more
* Child pays $150 to participate and requires their own transportation to event.
* May 28th, 9am-7pm.
* Grade 5 fundraisers to help reduce the $150 fee for each child
* 3 extra volunteers to help with fundraising for grade 5 camp
 | Lana |
| **New Business** | **VOTE: Expenses for Meet-and-Greet**Plinko board ($25 Christine)Motion to reimburse Christine1st: Sergio Perez2nd: Stacy SavidantGift cards ($20 Christine)Motion to reimburse Christine for gift cards1st: Hollie Jones2nd: Stacy SavidantSnacks/treats ($54.41 Lana)Motion to reimburse Lana1st: Christine Quan2nd: Hollie Jones**Sandwich boards for parking (Christine)*** Belmont and Corning drop off/pick-up area is really bad.
* Showed the drafted sandwich board to Kyle in City Bylaws.
* Signs say “Stop” with a cross over top (ie: no stopping) and “no pick up, no drop off” in certain areas.
* No u-turns
* Neighbourhood grant program for $500 for any cost the boards may incur.

**PAC Secretary?*** No interest

Question: What is spirit day?Answer: * Advertised on LBP website in school calendar
* Teachers will send home notices about what kind of spirit day (school colours, sports jersey, crazy hat, crazy hair etc.)
* PAC will post a reminder on the Facebook page.
* Teachers will communicate through planner or email to remind parents when and what it’s about.
 | Lana |
| Meeting Adjourned  | Meeting adjourned: 8:13pm | Lana |

