**Lord Baden Powell Parent Advisory Council Meeting**

**October 26th, 2021**

**Meeting Location: Virtual via Zoom**

**MINUTES**

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| **Item** | **Minutes** | **Lead** |
| Welcome  Call to order | Meeting called to order: 7:00 | Lana & Hollie |
| Approval of agenda Sept 28th, 2021 | Motion to approve agenda:  1st: Christine Quan  2nd: Hollie Jones | Lana |
| Approval of minutes Sept 28th, 2021 | Motion to approve minutes:  1st: Christine Quan  2nd: 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 Christine  1st: Sergio Perez  2nd: Stacy Savidant  Gift cards ($20 Christine)  Motion to reimburse Christine for gift cards  1st: Hollie Jones  2nd: Stacy Savidant  Snacks/treats ($54.41 Lana)  Motion to reimburse Lana  1st: Christine Quan  2nd: 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 |

