

CHALMERS PARENT ADVISORY COUNCIL
GENERAL MEETING MINUTES

SEPTEMBER 27, 2017

In Attendance: 22 present

Principal- Ken Levenstein

Vice Principal- Tony Weber

Teacher Representatives- Rosy Loodu, & Sarah Shove

Chair- Ranita Kajla

Vice Chair & Safety Coordinator- Dave Dunn

Treasurer- Denise Beaudoin

Fundraising Coordinator- Jeanine Spani

DPAC (District Parent Advisory Council) Representative- Caroline Williams

Secretary- Teresa Zickefoose

Parents: Sheila Dunn, Mandy Kaila, Ryan Knight, Melissa Smith, Carrie Leequesne, Daniclla Dallavelle, Carla Psachas, Jaimie McIntyre, Badfr Daafees, Gurinder Pal, Sandeep Mehnli

1. **Meeting Called to Order** @ 6:35 pm. Minutes recorded by Caroline Williams & Teresa Zickefoose.

2. **Approval of Agenda**
“Motion to approve the agenda.”

Motioned: Dave Dunn Seconded: Caroline Williams

No further discussion noted. All in favor.

Motion passed and agenda approved.

3. **Adoption of Minutes from the June 15, 2017 PAC General Meeting**
“Motion to adopt the minutes from the June 15, 2017 PAC Meeting.”

Motioned: Caroline Williams Seconded: Jaime McIntyre

No further discussion noted. All in favor.

Motion passed and minutes adopted.

4. **Principal's Report**- Ken Levenstein

a) Two Teacher PAC Representatives – Rosy Loodu and Sarah Shove

b) Thanks for your patience with the delays in school startup, and classroom placements. There were 52 new enrollments on the first day of school. At the end of the first week of school the District gave approval to add one division. It was time consuming restructuring the classes, and placing the kids. We now have 470 students (21 divisions) at Chalmers.

c) We have some new teachers this year for: Kindergarten, Grades 1, 2, 4/5, and 6/7. Ms Johnson will be the new band instructor.

d) Playground update:

- The district pulled out the burnt section, cleaned up, and made the remaining equipment available for the students.
- The replacement will be covered by insurance.
- The parts have been ordered and will hopefully be installed in early November.

- e) The administration received money from the Provincial Gov't. \$30/student per school. They (Ken/Tony) were given 1 week to put forward a proposal for spending the money. The money was spent on new gym mats, chrome books, ipads, and wireless lapel mics.
- f) Babysitting Program starts next week for grades 6&7.
- g) Clay/pottery classes to start up this fall.
- h) Delta Police school liaison officers will be forming partnerships with schools, starting with Chalmers. They plan to stop by once a week, to have a walk around school, and have positive interactions with the students. They are hoping to do some drop-in basketball and dodgeball games.

5. **Vice-Principal's Report-** Tony Weber

- a) We currently have 4 SFU student teachers doing their long practicums here.
- b) FSA's will be done in October this year (previously they have been written in the spring).
- c) All the school committees are full. It is great to see so much enthusiasm.
- d) We have established a partnership with the business administration group at Douglas College. They have provided school supplies for 20 students.
- e) Vancouver Symphony is allowing 4 separate classes to come and see the VSO perform for free.
- f) Looking to try and get more grandparents involved in the school. Looking at taking students to care homes where they can be taught skills (knitting, etc) and in return, the students will give them technology lessons.

6. **Teacher Representative's Report-** Rosy Loodu & Sarah Shove

- a) There are 2 new Teacher reps this year: Sarah Shove and Rosie Loodu
- b) Grade 7s head to camp next week. They have found going in October puts a really positive spin on the upcoming year, and allows the building of relationships with fellow students and teachers. There will be approx. 45 students attending this year.
- c) The Student Council is doing some light fundraising. They would like to raise funds for cultural events.
- d) If anyone has any ideas for school council, feel free to contact Ms. Loodu or Ms. Bromley.

7. **Chair's Report-** Ranita Kajla

- a) The Welcome Back Tea was held outside, on the first day of school. The PAC met many new parents who attended.
- b) The Welcome Back BBQ was a big success last week.
- c) We will be having Treat Days, and will be doing a Frozen Food Fundraiser this fall. Hot Lunch dates to be determined. Our goal is to have at least one Hot Lunch per month.
- d) We welcome any ideas, and of course any volunteer help.
- e) Do to FOIPA Legislation, the school office is unable to email out PAC reminders to parents.
- f) We encourage everyone to visit the PAC website.
- g) There is now a direct link to the PAC website from the Chalmers website.
- h) We are considering using the MunchaLunch system to email parents PAC notices & updates.

8. **Vice Chair's Report-** Dave Dunn

- a) Dave will follow-up with Tony regarding the Emergency Bin Replacement Fee Notice. We can make arrangements to have the office send out this notice to families on school letterhead.
- b) Memorabilia, and letters from parents are not being included in the Emergency Kits. Ken and Tony are considering the addition of games, or other items to occupy time, in the event of a crisis.
- c) Currently we don't have any association with Burnsvew during Emergency Procedures.

9. **Treasurer's Report-** Denise Beaudoin

- a) Provided and reviewed Financial Statements.
- b) The Welcome Back BBQ helped us with fundraising approximately \$500.00.
- c) Clarified that the "GoFund Me" campaign, that was initiated by a parent shortly after the Chalmers Intermediate Fire in August, was cancelled shortly after it was started, as had not been approved by the Chalmers PAC Executive Committee.

d) Banking Authority Change:

“Motion to remove Michelle Flett’s signing authority from the PAC Bank Accounts.”

Motioned: Denise Beaudoin Seconded: Caroline Williams

All in favor. No opposition noted.

Motion passed.

“Motion to add Ranita Kajla to our PAC Bank Accounts signing authority.”

Motioned: Caroline Williams Seconded: Jeanine Spani

All in favor. No opposition noted.

Motion passed.

10. Fundraising Coordinator’s Report- Jeanine Spani

a) Welcomed everyone’s help with volunteering for various events, and fundraising.

b) Sheila Dunn has volunteered to organize Paint Night again, which raised approximately \$900 last June. She also will be organizing a Craft Fair at Chalmers as well. Date to be finalized by next Friday, once we can research vendor availability. Tables often are rented for \$40-45 each. We estimate being able to fit approximately 40 tables in the gym around the perimeter and in the center. We would need a volunteer photographer to help with taking Santa Photos (\$5). Ideas for having a Craft Table, Door Prizes, and options for Tables that sell products that kids can buy as gifts for their family members. Once we pick a date, we will need to reserve the gym, and pay the fee for a rental custodian. We can get the tables and chairs for free, but need to notify the school of quantities required in advance.

c) The Hot Lunch details are being finalized. Allergy protocols discussed.

d) Treat Days to be starting again soon.

e) Rosy Loodu discussed Meat Draws within the community. Some local pubs host these fundraisers, in association with the PAC, which can be very effective in raising money. Details provided. Often a \$20 gift card was provided to volunteers. Parents volunteered from 3-6pm, with draws at 4, 5, & 6. Tickets sold for the meat draws. This event is usually very profitable, and some schools do it every Saturday. Tickets are sold for the meat draw: 3 for \$5, 7 for \$10, and 17 for \$20. The pub owners usually supply the meat. On average \$800-\$1000 collected minus meat expenses.

11. Secretary’s Report- Teresa Zickefoose

a) CPF (Canadian Parents for French) Representative Position remains vacant. Discussed possibility of the school emailing the parents to inform them of this opportunity to join the PAC. Volunteers can contact PAC through our website.

b) Treat Day dates to be arranged.

c) Committee Positions to be finalized, and contact information requested.

12. DPAC Representative’s Report- Caroline Williams

a) Attended the DPAC meeting this month. Update provided, and informed parents that anyone can attend these meetings. The next DPAC Meeting is on October 16, 2017, (7-9pm). If parents have issues that involve the school, such as parking for example, these concerns can be addressed at the monthly meeting.

b) Contact Caroline for more information regarding Brook Moore- Farm Roots Academy Program for high school students (Grade 10-12).

c) 3000 new teachers this year, with the equivalent of 80 full time positions in Delta.

d) Enrollment is up this year in Delta.

e) BC Seismic Upgrade: Brooke School will be upgraded in the fall.

f) Curriculum changes discussed.

13. Committee Reports:

Fruit and Veggie Committee: Caroline Williams & Olena Ressalat (absent)

a) Started up again this year, and can only be distributed to students whose parents have given consent on the Parent Connect Permissions Form. Some kids were upset that they didn't receive the blueberries that were handed out earlier this month. There will be one or two distributions per month.

Library Committee: Olena Ressalat (absent)

a) The Library Committee is seeking volunteers. There is a sign by the front bench.

Playground Committee: Dave Dunn & Michelle Flett (absent)

a) Seeking Volunteers. Please contact the PAC if you can help in any way.

b) Fundraising options reviewed. PAC Executive to approve any fundraising prior to it commencing.

c) Need to look into MacDonalds, and other grant opportunities.

d) The Corporation of Delta will make a donation, to match our fundraising contribution. Our Goal is to raise funds for a Playground which will likely cost between \$65,000-\$75,000. Our fundraising efforts need reach a minimum of \$32,500. Costs will vary depending how many volunteers are able to help with the construction and installation of the playground. Ken discussed our need for the playground plans to be finalized as soon as possible, so that we can move forward with presenting this information to the Corporation of Delta. The parents and students can vote on a few different options that the PAC provides to them. In order for the Corporation of Delta to have Chalmers in their que for their donation, we need to meet our fundraising goals, and have the plan available for submission by September/October in order for the install to be in 2018/2019. Current Fundraising information provided by our Treasurer.

14. New Business:

a) Family Fun Night will be held on June 14th, 2018.

b) Discussed the need for a PAC Bulletin Board by the office. Options reviewed. Proposal can be made to the School Board.

c) Ranita discussed Parent Education Night options: CPR class considered. Parent suggested enquiring with the Delta Police or Fire Department to see if they can assist with this training.

d) Teacher Representative's discussed S.O.G.I. (Sexual Orientation Gender Identity) Age appropriate education that is part of the New Curriculum. More education and information sessions will be helpful for parents.

e) Student Education: Ranita requested that the teachers generate a list of options for us to consider. This year we need to book soon, so our choices don't become limited.

f) A parent enquired if the M&M Chalmers Fundraiser was still ongoing. Once confirmed, the PAC will advertise this fundraiser to parents, staff, and the community.

g) A parent enquired if the PAC is considering doing a fundraiser at the "Once in a Blue Moon" Diner. PAC responded that we do not have plans at this time. We are pursuing other options currently.

h) The school Christmas Concert is on Thursday, December 14th.

15. Adjournment-Meeting adjourned by Ranita Kajla @ 8:45pm.

Executive Meeting TBA

Next PAC Meeting November 29, 2017 @ 6:30pm