

Brentwood Elementary PAC

Meeting Minutes
September 29th 2015

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7pm on September 29th 2015 in the Brentwood Elementary School Multi Purpose Room (MPR) by Michelle Martin.

Present

Michelle Martin – PAC President	Eva Jaycox
Kelly Hoffman – Past President	Christine Norman
Shannon Rennie – Treasurer	
Amanda Beck – Recording Secretary	<i>School/Administration Staff</i>
Julie Ethier – Correspondence Secretary	Shelley Hardcastle - Principal
Zandra Paul – First Nations Representative	Leila Sinclair-Wise – Vice Principal

Approval of Agenda

Motion to approve September agenda (AB, JE): **PASSED**

Approval of Minutes of last meeting

June's minutes were not available - to be approved later. **ACTION:** MM to distribute by email following the meeting.

School Administration report

Shelley presented the School administration report – copy attached. Also talked about Social Learning vs Bullying.

Swim Club starting January. Terry Fox run last week – great success and raised over \$300. Pumpkin Run on October 29th – low key but will get kids active.

Vote on proposed budget 2015/16

Reflex Math funding was discussed – ideas were to add specific Reflex Math fundraising 'donation points' at each fundraising event, along with a donate button on the PAC website. The PAC cannot afford to fund Reflex Math as the Budget currently stands. We need to find new ways to fundraise – possibly asking parents for direct donations.

Spring Fling was discussed – has been dropped because of lack of volunteers. PAC is open to any and all ideas for fundraising but need volunteers.

Gaming grant changed to \$6,000 from \$6,200, in anticipation of the grant (yet to be received) based on the number of students enrolled for 2015/16.

Motion to approve 2015/16 budget (ZP), seconded by KH: **PASSED**

Note: In light of what happened recently at Keating, should we be audited by a third party? SR to look into it and report to the next meeting.

Shannon also presented statements for both accounts at Island Savings – copy attached.

Correspondence Secretary's report

Lot of emails received regarding paying for the popcorn orders online. Need to add online payment for next year. **ACTION:** AB to look into this and report at the next meeting.

Fundraising report

Parent Social originally planned to be held in October and wine night in spring next year. These events were flipped, so the wine night will be held in November and the Parent Social in the spring. Heidi has made a contact with a wine rep who is organising, including possible space to hold the event etc.

Movie Nights need a licence to hold at the school – on hold for now - for further discussion.

Leila spoke about the Pacific Institute of Sports Excellence (PISE/Camosun) who are going to be running a physical literacy program at Brentwood thanks to PAC funding. This provides 12 sessions for each grade (2-5) and there is already government funding place for K & Gr1. This means that all students (and teachers) get to participate. There are also PISE opportunities for Pro-D Days and parent nights coming up. **ACTION:** LSW to ask info be sent to MM for distribution.

Volunteer/Class Rep report

Class Reps are mostly filled – just a few spots not filled. MM to chase. Lots of forms filled in for volunteers. We need Safe Arrival volunteers desperately for Tuesday and Friday mornings.

Emma Shearing has stepped up to do fun lunches. First one will be in October. **ACTION:** MM to ask Emma to coordinate with AB re getting the website ready.

New Business

Grade 5 camp raised by JE. SH reported it will probably only be 1 night and 2 whole days this year.

PAC Events/Discussion

New parent coffee/tea – SH asked if next year, it could be held either outside or in the MPR. Also, there is usually one the second week, when the Ks are in for their first full day.

AB mentioned that the website is quite out of date – this will be updated over the next week or two with details of the new executive etc. **ACTION:** AB to update website before next meeting.

ACTION: MM to send out new executive list.

Zandra mentioned 'Orange Shirt Day' being held September 30th (same date each year) to honour the Aboriginal children and their families that survived the Residential Schools. Students are asked to wear an orange shirt.

Adjournment

Meeting was adjourned at 8:17pm by Michelle Martin. The next general meeting will be at 7pm on October 1, 2015, in the Multi Purpose Room (MPR).

Minutes submitted by: Amanda Beck

Approved by: Michelle Martin

School Administration Report - September – 2015

Sad News -

- this past weekend, our custodian, Mr. Wong, passed away after being quite ill over the summer. We had our District Critical Incident Team, made up of District support and counselling staff in the school yesterday, and in the days ahead to provide as much support as students and staff need. Students have been told how to access this support, whenever they feel it is needed. (Letter attached in Website Post that went home to families).
- Parents are encouraged to contact the school if they feel that we need to know something about their child, or if they are wondering about support the school can provide.
- We are in connection with the family and will let our community know about memorial plans as they are made. We will honour Mr. Wong within our school community in the next while and will communicate these plans as soon as possible.

Great Start Up – smooth overall

- students were placed in new classes on Wed. PM - staff spent significant hours creating balanced learning communities
- nice feel in all classes and everyone is looking forward to a great year
- 289 students – 12 Divisions

Staff Start Up Days Sept 2 and 3rd

- Ross Greene – District Wide event for all elementary schools

Sept. NID – Staff day –

- TC2 follow up and first Book Club – majority of staff participating in book club this year – one theme with two books entitled Mindset /Mindset in the classroom and after Christmas Calm, Alert and Learning which focuses on understanding self-regulation

Safety Drills/Practise -

- must do 6 Fire-drills per year, 2 Earthquake and 1 Lock-down drills
- Emergency Closing Procedures – attached
 - on website
 - in Fall Newsletters
 - will be posted on Website when needed as year progresses

Please check out the Student/Parent Handbook – online

- Parent/Student appeals – Admin procedures (1110)
- School Planning Council (1120)
- parent complaints – Admin procedures (1360)

Brentwood School is a polling station for the election

Photo day on Thursday, Oct. 1

Early Dismissal on Oct.7

Need conversation re: movie licensing



Social Learning vs. Bullying

Both are important to address BUT there **is** a difference.

<i>Words that describe.....</i>			
<p>Social Learning</p> <ul style="list-style-type: none"> • learning opportunity • learning limits • mistakes • age appropriate • arise out of natural play • spontaneous, random • anger/emotion – reactive • need to develop empathy/sympathy • need to develop perspective taking 	<p>Bullying</p> <ul style="list-style-type: none"> • persistence threat or fear • targeted • intentional, planned, pre-meditated • repetitive • power seeking • imbalance of power so victim can't defend him/herself • unequal levels of affect • manipulative • sometimes hard to see • emotionally damaging 		
<p>Programs used to support Social and Emotional Learning:</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Wits Play is the Way Virtues Bucket Filling Lunch Monitors Social Skills Programs Mindset </td> <td style="text-align: center; width: 50%;"> Second Step Tribes Friends Program Brentwood Beliefs Buddies Playground Pals </td> </tr> </table>		Wits Play is the Way Virtues Bucket Filling Lunch Monitors Social Skills Programs Mindset	Second Step Tribes Friends Program Brentwood Beliefs Buddies Playground Pals
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Brentwood Branch 250-544-4041
Member Number 1605757
Statement Date August 31, 2015
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BRENTWOOD ELEMENTARY PAC
 PAC Treasurer
 7085 Wallace Dr
 Brentwood Bay BC V8M 1P9

ORGANIZATION VALUE - GENERAL ACCOUNT

Date	Description	Number	Withdrawals	Deposits	Balance
1605757 Brentwood					
31 Jul 2015	Opening Balance				10,914.03
17 Aug 2015	Clearing Cheque	239	150.00		10,764.03
21 Aug 2015	Clearing Cheque	276	89.60		10,674.43
31 Aug 2015	Credit Interest			.91	10,675.34
	Total Withdrawals and Deposits		239.60	.91	

MEMBERSHIP SHARES (CLASS A)

Date	Description	Number	Withdrawals	Deposits	Balance
1605757 Brentwood					
31 Jul 2015	Opening Balance				5.00
	Total Withdrawals and Deposits		.00	.00	

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
1605757 Brentwood				
Term 4 - 5 year Step-Up Cashable Term Business				
31 Jul 2015	Opening Balance			11,000.00
	Matures: 08 Jul 2018 - Rate: 2.0000%			
	Next Interest Calculation: 08 Jul 2016			

continued...

Service Notice: Term Deposit Products

Effective September 2, 2015 the Step-Up term deposits will be renamed to Escalator term deposits.

Terms & Conditions of current holdings do not change. Ask your branch for details.

