

## Brentwood Elementary PAC

### Meeting Minutes

October 25<sup>th</sup> 2016

#### Opening

The meeting of the Brentwood Elementary PAC was called to order at 7pm on October 25<sup>th</sup> 2016 in the Brentwood Elementary School Multi Purpose Room (MPR) by Michelle Martin.

#### Present

Michelle Martin – PAC President

Kelly Hoffman – COPACS Rep

Amanda Beck – Recording Secretary

Julie Ethier – Correspondence Secretary

Pam Carvalho

Meada Harrington

Beverley Devries

Nicole Robinson

Karren Rodden

Emma Shearing

Eva Jaycox

#### **School/Administration Staff**

Shelley Hardcastle – Principal

#### **Apologies**

Shannon Rennie – Treasurer

#### Approval of Agenda

**Motion** to approve meeting agenda (ES, KH): **PASSED**

#### Approval of Minutes of last meeting

**Motion** to approve September minutes (ES, KH): **PASSED**

#### School Administration report

Shelley presented the School administration report – copy attached.

SH offered to hold an info evening to explain multi-age/split classes and also the new curriculum changes this year. SH offered to hold it before the next PAC meeting at 6:30pm. **Action:** SH to give talk at November meeting at 6:30pm.

## Treasurers report

SR unable to attend.

The bank account balances are as follows:

General: \$14,949.00 (about \$1500 in Paypal account from fun lunch still to be transferred. balance will be \$16,450).

Gaming: \$21,870.00 (the field trip cheque will be coming out and is \$ 3,443.00. So will be \$18,427).

Popcorn deposit was over \$1500, and Coupon Books was over \$4000!! Fun lunch also generated huge sales!!

MH asked if the gaming fund could be used for a nature garden or playground. SH explained the process of getting a plan approved by the school board. MH also asked about possibly using the surplus from the \$30k donation earlier this year. **Action:** MH to discuss with SH re policies/procedures. Also, MH to arrange a brainstorming meeting for ideas and possibly to approach companies for ideas on cost.

## COPACS report

KH presented the COPACS report – copy attached.

There was a discussion around the forgotten lunch program and the possibility of a breakfast club. Needs a champion to run so is unable to move forwards without this.

## Correspondence Secretary's report

No report.

## Fundraising report

Popcorn order payment is now online.

Poinsettia orders will be up and running next week – payment available via PayPal. Paperwork will be distributed to students on Wednesday 2<sup>nd</sup>.

MH offered to make posters in advance of events and post around school.

Fun lunch went very well this month – Reflex Math donations totaled \$190.

Coupon books also went extremely well with over \$2000 in funds to the PAC.

Parent Social ticket sales slow so far but event is not until February so still plenty of time for ticket sales. Need to sell 100 tickets to run the event.

### Volunteer/Class Rep report

MM thanked all the new parents and volunteers that have stepped up this year.

### PAC Events/Discussion

BD discussed Active & Safe Routes Intro and has offered to be the contact for the program.

MH asked about the Movie Night licence? Cost is \$400 for unlimited movies for 1 year. MM advised to remember to book the gym. **Action:** MH to contact the school board for available dates and to arrange the movie licence. Idea is to offset costs with concessions sales (popcorn etc.).

MH also asked about Spring Fling. Might be too late for next year but she will investigate. **Action:** MH to talk to JE/KH.

MH asked about the possibility of running a Christmas Tree event like the Empress do. SH suggested that there is too much already going in December.

Christmas Hampers will happen again in December. Donations will be asked for in December. **Action:** KH will be the main coordinator with MH and NR as helpers.

Parent Green Team member. Fiona Mosher would like more parents to help e.g. with recycling at events. Any parents interested to contact Fiona.

PC offered to arrange a Paint Night. Deposit is \$100 – minimum is 35 tickets and \$15 of each ticket goes to the PAC. Brentwood Emporium was suggested as a venue.

**Action:** PC to move forwards and discuss with MH re dates. Paint Night company need 8 weeks notice to organise.

### Adjournment

Meeting was adjourned at 8:40pm by Michelle Martin. The next general meeting will be at 7pm on November 22<sup>nd</sup>, 2016, in the Multi Purpose Room (MPR).

Minutes submitted by: Amanda Beck

Approved by: Michelle Martin

## **PAC Meeting October 2016**

**Great Shake Down** – special thanks to Katrina Stipek and her husband who have worked quietly to supply our earthquake shed. We have a very comprehensive plan and supplies to support the plan in the event we are faced with an Earthquake. Thank you.

**Terry Fox Run** was a great event. Thanks for the parent support. This year we will be having a monthly themed run – next one is Nov. 1 – Candy Run!

**Non – Instructional day** – staff were engaged in a variety of professional development workshops and planning sessions. We had groups of staff members working on:

- ⑩ addressing diversity in numeracy
- ⑩ kiln demo and 'how to run the kiln'
- ⑩ integrating Indigenous knowledge into the curriculum
- ⑩ Social Studies Inquiry

**Goethe Institute** – Next week at District Education Centre – the only stop in Canada will be in Saanich. We are very excited about this opportunity – GOETHE institute is paying for everything including busing.

**Parent Teacher Interviews** – Early Dismissals on Nov. 9 and 10 for parent conferencing – some on that day while some teachers are currently conferencing. Teachers will communicate how/when they will be offering opportunities for conferences. Reports will be distributed on or before December 2.

**Winter Concert** – **December 13 and 14** – 6:30 Pm Start Time

Please consider attending the Policy 1100 Meeting - it will be held at **Bayside Middle School** on **Wed, November 2 @ 7 pm** PACs are encouraged to attend along with their School Administrators and District Staff.

Thank you to Christina Beaulac and Julie Ethier for heading up the Poinsettia Grade 5 Fund-raiser this year! First Grade 5 Parent meeting will be on Wed., Nov. 3 @ 7:50 am to discuss details of camp and fund-raising. Camp Letter and Info package along with fundraising details to go out in the next couple of weeks.

Did you know that we have a Personal Electronic Device Guideline for Brentwood Students?

### **Personal Electronic Devices Guidelines for Brentwood Students**

If you have students who attend Middle or Secondary schools, you will most likely be aware of guidelines/rules for student use of Personal Electronic Devices while at school. At the elementary level, we have seen an increase of devices and believe that the time has come to develop some guidelines to address some of the questions and/or concerns that arise from their use. The purpose of this document is to guide student usage and staff responses to the use of cell phones.

Cell phones and any other electronic devices, should be turned off and stay inside student backpacks during the entire school day (including lunch and recess)

Why?

Students who need to have contact with their parents throughout the school day have access to our many phones within the building. It is important that staff are aware if a student is sick, in distress or has an urgent need to call home - staff will support the student with this communication. Additionally, schools can not be responsible for lost, stolen or broken cell phones. If they are tucked safely inside students backpacks this issue will not arise.

## COPACS Meeting October 6, 2016

### Reports:

#### Saanich Teacher's Association (S.T.A.)

- Working with board to get new curriculum up & running
- There will be an all candidates debate coming up where STA will be asking COPACS about attending to provide feedback from district families

#### Saanich School Board

##### From Trustee Elsie McMurphy

- A HUGE thank you to parents involved in the district. The board appreciates everyone's contributions
- Acknowledgement of Saanich staff; lots of construction projects giving new looks to Saanich schools
- Bayside parent group acknowledgement in their perseverance in getting the roof fixed. Great job!
- Enrollment increase overall in Saanich (decline in high school, likely due to changes in requirements)
- Board received grant from government which contributed to decision to eliminating bus fees – they are led to believe this will be an ongoing benefit, not just a one-time offering
- There was an amazing playground celebration at Keating to start off the year – after the negative financial impact they felt last year. It was nice to start the year off on a positive note > thank you to the community and parents and businesses for their continued support.

##### From Dr. Keven Elder

- Echoing Trustee McMurphy's appreciation to the parents of Saanich School District.
- With the new curriculum, there comes a change in assessment and reporting. All teachers and Saanich staff appreciate parents' patience with the new system and hope they enjoy the benefits of the new ways
- They are trying to make the transformation as seamless as possible with as little impact on kids & families

#### COPACS President's Report:

- Acknowledgement of union staff, teachers, administration and support staff for all their hard work getting schools ready for another year
- Question regarding interest in a parent info night > Saanich Youth & Mental Health have collaborated with Saanich Youth and Family Substance Use > Maybe have a parent info night, bringing them in?
- Policy 1100 meeting on Wednesday November 2<sup>nd</sup> from 6:45 to 9pm (evening will be led by COPACS in partnership with Saanich School board – presentation will begin at 7pm). They are hoping that all PAC members can attend as well as school administration. John Bird (w/BCCPAC) will be there to host and answer questions
- Asking all PAC's in the district if their BCCPAC membership is paid and up-to-date for the 2016/17 year. If our membership is paid, we are able to participate in education polls, network with other PAC's and DPAC's, access current information & develop the resolutions BCCPAC can use to lobby for change

#### Treasurer Report:

- COPACS was approved for \$2500 Gaming grant this year
- COPACS was given \$2500 from school board
- COPACS donated \$10,000 for Food Booth Repairs at Saanich Fairgrounds

#### Meal programs for Students:

- Partner groups are responding to this issue as kids are coming to school hungry
  - Is there something parents (PAC's) or COPACS can do differently?
  - Are we burning ourselves out?
- Dr. Elder put out a survey to all the admin staff asking the following questions:
  - What is the current status of hungry kids in your school?
  - What program(s) is(are) available to students?
  - How is the program funded?
  - How is it staffed?
  - Are there any challenges the school/admin/staff have? (the biggest challenge noted was the shortage of staff time, money and fresh fruits & vegetables)

- How can COPACS help?
- The findings are that every school in the district has a food program
  - Most are quietly providing food to kids who need it
  - There is a high use at Stelly's
  - Substantial use at all middle schools
  - Some, if not most, are using admin priority fund to fund programs
  - Programs are run differently at each school
  - Most of the programs are run by volunteers
  - Food is mostly purchased, rather than donated by local businesses
  - Takes a substantial amount of time for shopping, prepping, etc
  - The schools would benefit from behind-the-scenes help; subtle, quiet help
- Would be beneficial to get into partnerships with community businesses
- No solution at the moment, however, something to keep bringing up to see where COPACS can support local programs

#### Recent Ministry Announcement re: Special Student Funding

- On October 4<sup>th</sup>, the Minister of Education announced \$1M in extra funding for special education in private schools (which is being shared amongst 500 students)
- Information regarding this announcement can be found at [inclusionbc.org](http://inclusionbc.org) as well as COPACS Facebook page

#### Criminal Reference Checks for Parent Volunteers:

- SD63 does not include driving offences, when most requests for parent volunteers are for driving purposes (a.k.a Drivers Abstract)
- Currently, SD61 is the only district where this report is included in the criminal record check
- This was brought up by a Victoria police officer who is also a parent at Kelset.
- The board is talking to the district about having Drivers Abstract Report added to check
- Currently, the process is a check box saying "there is information you may be interested in"; the board gets this and has conversation with parent then the principal and district decide if the offence is relevant to what they'd be volunteering for, how long ago, etc.

#### Upcoming Events in Community:

- "100 Years of Loss Exhibit"
  - Presents the full history of Residential School system in Canada from the beginnings of colonization through to Confederation, establishment, and growth of the system and its decline. Also examines recent developments in healing and reconciliation and, in late 2016, will include new components on youth and reconciliation
  - Presentation viewing opportunities (as per pamphlet handed out at COPACS meeting):
    - ILC: Oct 10-13 (Oct 12 5:30-7)
    - Claremont: Oct 17-20 (Oct 19 4:30-6pm)
    - Parkland: Oct 24-27 (Oct 25 & 26 4-6pm)