

Brentwood Elementary PAC

AGM Meeting Minutes
September 27th 2016

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7pm on September 27th 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
Shannon Rennie – Treasurer
Pam Carvalho
Michelle Cooper
Crystal Lee
Meada Harrington
Beverley Devries

Nicole Robinsonson
Jessica Parlby
Caitlyn Addlestone
Jeanie Tate
Eva Jaycox

School/Administration Staff
Shelley Hardcastle – Principal
Dale Jarvis – Vice Principal

Approval of Agenda

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

Approval of Minutes of last meeting

Motion to approve May minutes (SH, KH): **PASSED**

School Administration report

Shelley presented the School administration report – copy attached.

A question was raised about the reasoning and process behind the idea of split (multi-age) classes. SH offered to hold an info evening to explain split classes and also the new curriculum changes this year. **Action: SH** to schedule and information evening for parents.

Treasurers report

SR presented the proposed budget.

Discussions regards the Halloween Dance. It was decided to keep the event low key. **AB** offered to make boxes of cupcakes to raffle.

External donations were discussed – these can be accepted for academic items like Reflex Math but the donor cannot be credited at all.

There will possibly be a Christmas Concert – SH/MM discussing.

MH enquired about gardening programs. SH/MM explained about the lack of volunteers. The PAC/school administration would be happy to discuss any programs that parents want to champion.

Ideas from teachers via SH:

- Artist in residence – story writing cooperative \$2100
- One woman circus

Forms not filled out yet – still in discussions.

Correspondence Secretary's report

No report.

Fundraising report

MH offered to run a fundraiser for Reflex Math and/or a Spring Fling. **Action: MH** to arrange discussion with other parents.

JE asked SH if Grade 5 camp was going ahead this year because Poinsettia sales would need to be arranged soon. SH reported that it hasn't been decided yet.

MH will be taking on the book fair this year.

Volunteer/Class Rep report

All volunteer positions filled apart from Tuesday pm crossing guard. All class reps filled except Gregory. AB stepped up to be class rep for Mrs MacGregor.

PAC Events/Discussion

S.A.F.E. Kids – KH explained what the program is about. PAC subsidised half the cost. Parent would pay \$10. Maximum of 15 attendees. **Action: KH/MM** to discuss and send out more info.

JE asked about a sexual educator. They are booked up year in advance. SH explained that it is taught to some degree already in classrooms. Gaming fund could be used as it is school-wide.

First day coffee event was reviewed – all seemed to enjoy it. CL suggested that the first day coffee be done in conjunction with Strong Start. This will be considered for next year.

Parent Green Team member? Fiona Mosher would like more parents to help. **Action: MM** to get more info and pass on.

Adjournment

Meeting was adjourned at 8:25pm by Michelle Martin. The next general meeting will be at 7pm on October 25th, 2016, in the Multi Purpose Room (MPR).

Minutes submitted by: Amanda Beck

Approved by: Michelle Martin

PAC Meeting September 2016

- Welcome to Dale Jarvis new Vice Principal at Brentwood School
- A huge thank you to Michelle Martin for all of her efforts and work to support the start up of school, organize volunteers, crossing guards and a multitude of other things.
- Another huge thank you to all of the many parents who have volunteered to take on a role in our school – you really help Brentwood be a great place!
- 47 new students to Brentwood combined with our new Kindergarten Students equal about 80 new families to our community
- Received an extra Division so now are at 13 Divisions with 311 students overall
- Staff worked extremely hard to create the 13 different learning communities
- We are currently reviewing each class through our Class Review process and so far teachers are commenting on the warm, welcoming and inclusive groups that are in each class
- Looking forward to a very productive year
- There is a requirement for all students and staff to be made aware of and practise emergency procedures including fire drills (6 per year), Earthquake Drills (2 per year) and Lockdown Drills (1 per year) We have currently completed two of Fire Drills and will participate in the Great Shakedown in October.
- Indoor Soccer sign ups have taken place and teams will start playing soon

Question: - Would parents like an information evening that focus' on the new Curriculum and/or Multi-Age Classes?

Some up coming events include:

IRIDE Program

- coming to Brentwood October 25, 26, 27 for grades 3-5 – 6 divisions
- IRIDE – brings bikes and helmets but students are able to bring their own, students encouraged to bring their helmets for sure
- 3-1 hour sessions for each group – see info below but check out the website for more information

IRIDE Info

iRide is a professionally coached program designed to spark student interest, develop skills and ignite a lifelong passion for cycling. Our team of nationally accredited coaches help students build enthusiasm, skills and confidence. iRide is available in two styles, iRide School and iRide Community. iRide school programs include 3-day in-school events or 1/2-day field trips. Both programs focus on introductory and intermediate basic cycling skills and provide bicycles and helmets. iRide Community programs are designed to further develop skills, meet new friends, build self-esteem and have fun on bicycles. Participants can enrol in a neighbourhood-based iRide Cycling Group for 4-12 weeks or explore cycling's many disciplines during a 5-day iRide Summer Camp.

iRide is FREE ONCE FOR ANY SCHOOL. Cycling BC fully subsidizes a school's first 3-day program to introduce school participants to a fun cycling experience and build momentum in the community.

The iRide program is recognized under the Ministry of Education's Prescribed Learning Outcomes. Each iRide program is flexible and tailored to meet the cognitive, emotional and physical needs of the participants. Our curriculum is developed for grades 3 to 10, and can be tailored for different skill levels.

iRide In-School is designed for four to six classes, typically 120-180 participants. Each class receives three 45-60 minute sessions over three days. Participants learn bicycle safety, cycling technique and skills through fun and challenging games.

iRide In-School Program Cost

Year 1:	Year 2:	Year 3:
Free	\$1.67 / student / day	\$3.33 / student / day

Goethe Institute Opportunity

Saanich has been offered an opportunity to host a math exhibit in the fall (at the end of October, beginning of November). This Math exhibit consists of large stations of math activities and manipulatives created and sponsored by the Goethe Institute - they pay for everything, including transporting the exhibition here, set up, and even an honorarium for students who might want to act as "guides" at different times during the week(s) that we host the exhibit.

The following link shows the exhibit set up in Hanoi. Ours will be in English! (The Goethe Institute gets around!)

https://www.youtube.com/watch?v=u_u_rc717zw

Funding Requests

1. Bussing to Goethe Exhibit at DRC by Keating School - \$400
2. Story Writing Workshops for Grades 3-5 (3 are free and need an additional\$2100)
3. \$1500 for an Artist in Residence for our Early Primary Students – TBA -

**Brentwood PAC
Budget
2015-16**

GENERAL ACCOUNT			
Code	Income	Budget	Actual
	Miscellaneous Income		
IN01	Interest earned - General	\$ 10.00	\$ 12.55
OP00	Misc Donations	\$ -	\$ -
OP01	Sobeys Rebate (Thrifty Smile Cards)	\$ -	\$ -
OP02	Coop Rebate (Member 2050)	\$ 100.00	\$ 69.87
	Total Miscellaneous Income	\$ 110.00	\$ 82.42
	Sales Programs		
PP01S	Hot Lunch Sales	\$ 5,000.00	\$ 6,703.59
PP01C	Hot Lunch Costs	\$ 3,700.00	\$ 3,979.70
	<i>Hot Lunch Income</i>	<i>\$ 1,300.00</i>	<i>\$ 2,723.89</i>
PP02S	Popcorn Day Sales	\$ 2,000.00	\$ 1,751.25
PP02C	Popcorn Day Costs	\$ 600.00	\$ 789.97
	<i>Popcorn Day Income</i>	<i>\$ 1,400.00</i>	<i>\$ 961.28</i>
PP03S	Coupon Book Sales	\$ 3,750.00	\$ 3,775.00
PP03C	Coupon Book Costs	\$ 1,875.00	\$ 1,862.50
	<i>Coupon Book Income</i>	<i>\$ 1,875.00</i>	<i>\$ 1,912.50</i>
PP04S	Wine Tasting	\$ 1,000.00	\$ -
PP04C	Wine Tasting Exp	\$ 400.00	\$ -
	<i>Wine Tasting Income</i>	<i>\$ 600.00</i>	<i>\$ -</i>
PP07S	Fun Day BBQ Sales	\$ 2,000.00	\$ 1,924.91
PP07C	Fun Day BBQ Costs	\$ 1,200.00	\$ 1,512.53
	<i>Sports Day Income</i>	<i>\$ 800.00</i>	<i>\$ 412.38</i>
PP08S	Plant Sales	\$ 4,000.00	\$ -
PP08C	Plant Expenses	\$ 2,000.00	\$ -
	<i>Plant Sales Income</i>	<i>\$ 2,000.00</i>	<i>\$ -</i>
PP09S	Parent Social Sales	\$ 3,500.00	\$ -
PP09C	Parent Social Costs	\$ 1,400.00	\$ -
	<i>Parent Social Income</i>	<i>\$ 2,100.00</i>	<i>\$ -</i>
	Total Sales Program Income	\$ 7,975.00	\$ 6,010.05
	GROSS GENERAL PROFIT	\$ 8,085.00	\$ 6,092.47
	PAC Expenses		
PE00	Misc PAC Office Expense	\$ 100.00	\$ 81.17
PE02	School Office Supplies	\$ 100.00	
PE04	Other general and administrative expenses	\$ 100.00	\$ 162.93 Fridge Repaired
PE01	Membership Fees (BCCPAC)	\$ 75.00	\$ 75.00
PE03	Meeting Rooms	\$ -	
PE05	Bank charges	\$ 25.00	\$ 46.31
PE06	Bad debts	\$ 25.00	
PE07	Kitchen Supplies	\$ 75.00	
PE08	PAC Meeting Refreshments	\$ 100.00	
PE09	Other Conference Fees	\$ 300.00	\$ 245.00
PE12	Website / Internet Costs	\$ 150.00	\$ 220.53
	Total PAC Expenses	\$ 1,050.00	\$ 830.94

School Donations

SD00	Misc School Donation	\$ -	\$ 2,401.32	Reflex math Raised 1350 / pd 3751.32
SD01	Classroom Allocations	\$ 2,075.00	\$ 1,438.43	
SD19	Teaching Support Allocations	\$ 450.00	\$ 75.00	
SD03	Fruit and Veggie Program	\$ -	\$ -	
SD05	Crossing Guards Appreciation	\$ 100.00	\$ -	
SD06	Earthquake Supplies	\$ -	\$ 1,093.98	
SD07	Forgotton Lunch	\$ 600.00	\$ 437.35	
SD08	School Spirit	\$ 550.00	\$ 794.20	craft night \$338.67 and swim caps 455.53
SD09	First Nations Reading Program Snacks	\$ -	\$ -	
SD12	Pumpkin Run	\$ 75.00	\$ -	
SD13	Grade Five Subsidy	\$ -	\$ -	
SD14	Library - Parent Resource	\$ -	\$ -	
SD15	School Sponsored Event	\$ 100.00	\$ -	
SD20	Retirement Gifts	\$ 50.00	\$ -	
SD23	Staff Appreciation Lunch	\$ -	\$ 4.61	
	Total School Donations	\$4,000.00	\$ 6,244.89	
	TOTAL GENERAL EXPENDITURE	\$5,050.00	\$7,075.83	
	TOTAL YEAR END BALANCE GENERAL ACCT	\$ 3,035.00	\$ (983.36)	

GAMING ACCOUNT

Code	Income	Budget		
	Miscellaneous Income			
IN03	Interest Earned - Gaming	\$ 10.00	\$ 15.86	
OP03	Gaming Grant	\$ 6,200.00	\$ 6,927.00	
	Total Miscellaneous Income	\$ 6,210.00	\$ 6,942.86	
	TOTAL GAMING INCOME	\$ 6,210.00	\$ 6,942.86	
	School Donations			
GD01	PISE Gym Program	\$ 2,000.00	\$ 2,000.00	
SD02	Field Trip Fund	\$ 3,000.00	\$ 3,179.00	
GD03	Author Visits, Speakers and Presentations	\$ 3,000.00	\$ 4,605.00	
SD17	Play Equipment	\$ -	\$ -	
	Total School Donations	\$ 8,000.00	\$ 9,784.00	
	TOTAL GAMING EXPENDITURE	\$ 8,000.00	\$ 9,784.00	
	TOTAL YEAR END BALANCE GAMING ACCT	\$ (1,790.00)	\$ (2,841.14)	
	TOTAL YEAR END BALANCE ALL ACCOUNTS	\$ 1,245.00	\$ (3,824.50)	



Brentwood Branch 250-544-4041
Member Number 1605757
Statement Date July 31, 2016
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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					
30 Jun 2016	Opening Balance				8,512.47
04 Jul 2016	Clearing Cheque	108	45.01		8,467.46
04 Jul 2016	Clearing Cheque	112	79.90		8,387.56
04 Jul 2016	Clearing Cheque	110	148.74		8,238.82
04 Jul 2016	Clearing Cheque	106	205.29		8,033.53
08 Jul 2016	Transfer in from term 4			220.60	8,254.13
15 Jul 2016	Clearing Cheque	111	162.93		8,091.20
19 Jul 2016	Clearing Cheque	109	125.00		7,966.20
31 Jul 2016	Credit Interest			.68	7,966.88
	Total Withdrawals and Deposits		766.87	221.28	

FWCU MEMBERSHIP SHARES

Date	Description	Number	Withdrawals	Deposits	Balance
1605757 Brentwood					
30 Jun 2016	Opening Balance				5.12
	Total Withdrawals and Deposits		.00	.00	

TERM DEPOSITS

Date	Description	Withdrawals	Deposits	Balance
1605757 Brentwood				
Term 4 - 5 year Escalator Cashable Term Business				
30 Jun 2016	Opening Balance			11,000.00
08 Jul 2016	Credit Interest		220.60	11,220.60
08 Jul 2016	Transfer out to cheq	220.60		11,000.00
	Matures: 08 Jul 2018 - Rate: 2.1500%			
	Next Interest Calculation: 08 Jul 2017			

continued...

Value All

Do you know of a charity doing great work in your community? They could be eligible for a grant through the Island Savings Community Endowment. We are now accepting expressions of interest for the 2017 grant cycle.

IslandSavings
 COMMUNITY ENDOWMENT



Find out more at firstwestfoundation.ca/content/granting



Brentwood Branch 250-544-4041
Member Number 1605757
Statement Date July 31, 2016
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BRENTWOOD ELEMENTARY PAC

ACCOUNT SUMMARY

Deposits	US Dollars	Canadian Dollars
Chequing	.00	7,966.88
Savings	.00	.00
Term Deposits	.00	11,000.00
Registered Plans	.00	.00
Shares	.00	5.12
Total Deposits	.00	18,972.00
Credit		
Line of Credit	.00	.00
Overdraft Protection	.00	.00
Personal Loans	.00	.00
Mortgage	.00	.00
Total Credit	.00	.00
Total Relationship with Island Savings	.00	18,972.00

End of statement

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Statement is correct within 30 days of statement date.

The Islands' most recommended banking experience.