

Brentwood Elementary PAC

Meeting Minutes

April 25th 2017

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7.10pm on April 25th 2017 in the Brentwood Elementary School MPR by Michelle Martin.

Present

Michelle Martin – PAC President

Pam Carvalho

Emma Shearing – PAC Vice President

Nicole Robinson

Amanda Beck – Recording Secretary

School/Administration Staff

Shannon Rennie – Treasurer

Shelley Hardcastle – Principal

Julie Ethier – Correspondence Secretary

Charlene Rozon

Apologies

Riki Peacock

Kelly Hoffman – COPACS Rep

Michelle Cooper

Dale Jarvis – Vice Principal

Christine Norman

Bonnie Doyle

Approval of Agenda

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

Approval of Minutes of last meeting

Motion to approve February minutes (AB, ES): **PASSED**

School Administration report

Shelley presented the School administration report – copy attached.

Treasurer's report

Shannon not in attendance – no report.

COPACS report

Kelly not in attendance – no report.

The graffiti on our bin in the school grounds has been covered.

Correspondence Secretary's report

No report.

Fundraising report

Poppy photography has offered half hour photo sessions to include 1 8x10 photo for Mother's Day and all proceeds will come to the PAC. Parents can purchase extra photos as required. **Action:** MM to post details this week.

Staples have offered a similar ordering system for school supplies for 2017/18. **Action:** MM is meeting with the representative and will report back.

Historically the PAC has run a BBQ lunch on Fun Day which has not made a lot of money. This year, we will not be doing any hot food but will run a concession offering freezies, popcorn, drinks, candy bags etc. **Action:** MM to coordinate volunteers on the day.

Charming Charlie event did not go well – poorly attended. Revisit before Christmas.

Volunteer/Class Rep report

All positions on the PAC for 2017/18 have been filled apart from PAC President:

Christine Norman – Secretary

Fun Lunch Coordinator – Nicole Robinson (Riki Peacock helping)

Michelle Cooper – Treasurer & website/ back end fun lunch processing

Niki McIlveen – COPACS rep

Char Rozon – Member at Large

Bonnie Doyle – Member at Large

PAC Events/Discussion

Volunteer Active Transport – MM to talk to Beverley about next steps.

PAC will fund new BKind T-shirts for everyone next year. **Action:** MM to ask Lindsay Tusche to coordinate getting sizes etc. in September. The funds will come from Gaming as it benefits the whole school.

MM has been approached asking to send information about businesses to parents (e.g. birthday parties, childcare). PAC policy is to not promote outside businesses, only school events etc.

AB suggested that we change the donation section on the fun lunch online order form to be donations to forgotten lunch. **Action:** AB to update form.

There is a special price for Reflex Math for the coming year of \$1995. PAC will pay for the year May 2017 to May 2018.

Staff Appreciation Lunch – parents will be asked to donate money or dessert again this year. **Action:** MM to get paper forms out this week. AB to add a form to the website.

Wheelchair basketball is going ahead for the whole school – date TBA.

Cadence (acapella group) are visiting the school tomorrow.

Adjournment

Meeting was adjourned at 8:14pm by Michelle Martin. The next general meeting will be at 7pm on May 30th, 2017, in the Multi Purpose Room (MPR).

Minutes submitted by: Amanda Beck

Approved by: Michelle Martin

Administration Report

Date: April 25, 2017- 7 pm - MPR

- Retirement Announcement: Ms. Jarvis, Vice Principal has announced her upcoming retirement of June 30, 2017. An exciting time for her and we wish her well in her new adventures!
- Parent Appreciation - Pancake Breakfast on June 29 - everyone welcome
- Cross-Country - thanks to the many staff who sponsor/support the weekly lunchtime practise for our weekly Cross Country Meets. Tomorrow is the meet that Brentwood Sponsors and any additional parent helpers who could volunteer as a marshall would be very appreciated - email Mrs. Sinclair-Wise
- Poetry Month - thanks to Ms. DiLucca who had encouraged and highlighted the love of Poetry throughout the month of April

School Happenings

Student Surveys - Ministry and Tell Them From Me - will share results at next PAC Meeting

School Planning Day coming up on April 28

- review data (report card, surveys, FSA, SWW)
- helps inform/adjust planning cycle and strategies
- not a new plan this year so most likely tweek and set some new priorities around the same goal for next year.
- looking at supporting Revised Curriculum with a particular focus on **CORE COMPETENCIES**
- Science World Workshops - Supporting Inquiry and Assessment of Inquiry

We are at the beginning of the process of developing the overall school organization for the 2017-18 school year. Staffing is allocated to the school by the School District. Many factors, including the expertise and experience of staff, the Collective Agreement and District Policies which address requirements for Students with Special Needs, are taken into consideration when organizing the school and deciding on placement of individual children. We strive to ensure that each class is a workable instructional and social group with balance in the following areas:

- Gender balance
- Friendships
- Behavioural needs
- ESL - cultural diversity
- Intellectual strengths and academic learning needs
- Social and emotional strengths and needs

- Opportunities to make new friendships
- Opportunities for leadership.

Having conversations with your child's current teacher(s) is an important step in this process. As well as these important conversations, if you would like to share additional **educational** or **social** information about your child for our team to consider during this process, forms are available at the school office. Please have any forms returned to the office by Friday, May 5, 2017 @ 3 pm. If you have any questions in regard to this process, please do not hesitate to ask!

- Bayside Transition Dates:
 - Bayside Band visit last week - hopefully inspired some of our Grade 5's for next year.
 - Bayside Administration and leadership students visit Brentwood 10:30-11:30 am
 - May 1, 2017 Brentwood to visit Bayside 9:45-12:00
 - May 9-10, 2017 - Parent Input Meetings: Additional Info/Educational Student Needs (by appointment, as necessary)
 - May 24, 2017 Grade 5 Parent Night 7-8 Pm in MPR