

**CARNARVON COMMUNITY SCHOOL
PARENT ADVISORY COUNCIL MEETING
May 15, 2017 - 7:00pm
Library**

1. Introductions and Welcome!

Members Present: Kiley Lundin, Kari Rust, Andrea Campbell, Daisy Frangolias, Julie Mohaseb, Kerry Kenwood, Lisa Tautz, Kelly Allison, Heidi Schmid, Lindsay Morphy

Staff Present: Maureen McDonnell, Diane Martinson

2. Review Agenda

3. Review minutes from April 2017 meeting

MOTION by Lisa Tautz to approve minutes from April 2017 meeting, second by Daisy Frangolias, CARRIED

4. Treasurer's Report: Heidi Schmid

- Close to \$96,000 in operating account, front-loaded with Hot Lunch (invoice in June)
- Estimated to have \$24,000 in operating fund at year end
- Gaming account has \$9,500
- Raised \$60,000 in fundraising this year (but does not take into account hot lunch expense)
 - Pub night expenses also need to come out; made close to \$1,000 on Pub/Movie night
 - Easter Purdy's over budget (\$400)
 - Spring Baskets, close to budget
- Unfunded Wish List items: Blenheim House, \$1100 Xylophones, laptop cart (pending invoice), library support (close to \$1000), new curriculum (budget is \$3,000 but no invoices received yet), novels (\$1500 intermediate), primary book room (\$1000), \$1000 for website deposit
- Gaming: Gymsense, Volleyball net storage – pending
- Projecting close to \$25,000 in Operating Fund at end of year (based on \$20,000 direct drive unexpected)
- Question: Andrea Campbell – how does hot lunch invoicing/front-loading work? Budget is \$10,000 but likely close to \$13,000 net at year end

5. Principal's Report: Diane Martinson

- School growth plan is wrapping up this year, will be different in next few years (not yearly, but will be 3 year plan, tweaked 3 times per year)

- Current plan: increasing Aboriginal awareness (district) carries over and exploring growth-mindset toward math/math skills (school specific)
- Survey conducted with primary/intermediate – lots of “kind of agree” with intermediates, expanded for more input but yes/no answers only
 - When asked “why” – received heartfelt, thoughtful answers from students.
 - Still tabulating
 - Staff will review and determine next goal (continue with math or move to something else)
 - Will be published by end of year on School website
- Intermediate musical – Wed/Thurs 1:30 pm start – Ms. Hawkes and Mr. Mac
- Project Chef – thank you to parent volunteers and PAC – two more weeks
- BC Student Vote – results Pt. Grey (81% turnout, 2 spoiled ballots, NDP 42, 34 liberal) Quilchena (71%, 1 spoiled, NDP)

6. Vice Principal's Report: Maureen McDonnell

- Laptop charging cart has arrived and been put to use
- Invited to participate in PW Trek program (Div 7/8/9/10) success
- Started cycling program this Friday (Div 6/7/8/9) safety and then riding; only 4 schools chosen in Vancouver District
- Teachers organizing Sports Day, Friday June 2, getting high school volunteers to help run stations – hot lunch, regular 3 pm dismissal

7. Teacher's Report:

- None

8. Committee Reports:

a) Safe-to-School- Lindsay Morphy, Andrea Campbell

- Question has arisen as to why school administrators do not call parents/caregivers if unaccounted student absences
 - Diane - secondary students have attendance taken electronically and an automatic call out goes out
 - Elementary teachers do not take attendance electronically; that may change in next couple of years – can't have automatic call outs if attendance not taken electronically
 - Because of that, office staff does attendance – done by office staff; sheet is an official sheet – can't make changes to the sheet because it is an official record
 - Up to individual school secretaries if want to do call outs – if other schools are doing it, it is out of the goodness of the school secretary's

heart, certainly not part of job description, would not ask Katherine to take this on

- After recess, attendance is taken, if students are not accounted for at that point, there is certainly follow up
- Committee will take it up to school board to find out why there is inconsistency in that some schools have school administrators taking care of “safe arrival” programs, others are run by PACs and some have nothing in place
- Committee currently has 19 volunteers ready to help; a few details still need to be ironed out with Diane – will happen over next few weeks and will report at next meeting
- Committee will follow up with school board as well as continue to get the PAC program ready for the fall – either way, most important is that a program gets put in place in the fall

b) **Spring Basket Fundraiser** (Kiley Lundin)

- Close to budget

c) **Parent Pub Night/Movie Night Report** (Kiley Lundin)

- Well received, unexpected profit, thank you to Maureen, some feedback that it would be nice not to have to leave the pub to pick up kids at the movie

d) **Year book** (Kari Rust)

- Have 310 orders; last year almost everyone ordered, some classes only a handful; charged \$12
- Cost of book is \$9; 22 teachers asked for yearbooks; enough to have 60 extra books;
- Donate extra money to PAC?

e) **Welcome Back BBQ**

- Calendar will be going out in next weeks and then can determine date
- Non-instructional days same throughout district
- Sept 22 first pro-d day;

f) **Grade 7 Graduation**

- Leaving ceremony May 27th, dance

g) **Sports Day** (Daisy Frangolias)

- Chocolate croissants instead of donuts (cream cheese also at Marketplace?) for parent coffee stand; Stongs muffins pricing (\$1.49/each or 6 for \$4.99). \$5.99 for box of 6, discount available (no donuts allowed per district); Starbucks coffee, budget for 60-70 treats, coffee for 100 people – Kiley will get pricing info from Starbucks

h) **Other Business**

- Lost and Found
 - Reminder to parents at Intermediate Musical Performance and leave items out for the remainder of the Sports Day week; good idea to have classes walk by and look for items as well
- Meet the teacher night – date to be determined
- Next year PAC Meeting Dates
 - Kelly kept dates same as this year; no concerns noted
- Next year PAC positions
 - Kerry has agreed to be chair
 - Lindsay has agreed to be vice-chair
 - Heidi will resume treasurer position
 - Kari will do yearbook
 - Sports day needs volunteer
 - Need secretary
 - Kelly had volunteers for hot lunch
- KM Club
 - Member asked if could be extended for couple more weeks given weather; Maureen will check with Noreen

- Project Chef
 - Member raised that Allison Donnelly should get a thank you for giving up her classroom
- AGM – will start at 7 pm instead of 6 pm

MOTION TO ADJOURN by Daisy Frangolias, SECOND by Lindsay Morphy, CARRIED

MEETING ADJOURNED at 8:40 PM TO AGM on JUNE 6, 2017 at 7:00 PM in LIBRARY