

**CARNARVON COMMUNITY SCHOOL
PARENT ADVISORY COUNCIL ANNUAL GENERAL MEETING
June 6, 2017 - 7:00pm
Library**

1. Introductions and Welcome!

Members Present: Kiley Lundin, Teri Charuhas, Kerry Kenwood, Heidi Schmid, Lindsay Morphy

Staff Present: Maureen McDonnell, Diane Martinson, Ms. Roberge

2. Review Agenda

3. Review minutes from May 15, 2017 meeting

MOTION by Kiley Lundin to approve minutes from May 15, 2017 meeting, **SECOND** by Heidi Schmid, **CARRIED**

4. Treasurer's Report: Heidi Schmid

- Projected to be at \$65,359 total assets at June 30, 2017 – broken down as follows:
 - Operating: \$25,994
 - Gaming: \$1,187
 - Playground: \$16,179
 - Legacy: \$17,000
 - PAC Designated Fund: \$5,000
- See Appendix 1 – Balance Sheet, Revenue over Expenses (for period ended June 6, 2017), Cash Flow Projection (for period ended June 6, 2017)
- Excess of gaming money – discussion re: could this be used in lieu of asking parents for approximately \$5/each to pay for Gym Sense and Hip Hop lessons?
 - **MOTION by Kiley Lundin to approve additional \$1500 for Hip Hop and Gym Sense coming out of Gaming Fund instead of asking parents for payment of \$5/each, SECOND by Kerry Kenwood, CARRIED**
- In good financial shape moving into next year
- all fundraising has been close to target or better

5. Principal's Report: Diane Martinson

SCHOOL GROWTH PLAN – 2017-2018

- Staff is going to continue with a Math focus and expand the growth mind-set model to other subject areas
- Draft of the plan has gone to the District for approval and will be posted on the school website by the end of June
- An attachment will be emailed out to families, as well by the end of June

GYM SENSE PROGRAM – Primary

- Primary students (Kindergarten to Grade 3) are participating in the “Gym Sense” gymnastics program for the next two weeks, during their gym time and in other allotted periods – a total of 8 sessions for each student – program runs until Jun 16th
- Thanks to the PAC for sponsoring this program

HIP HOP PROGRAM – Intermediate

- Intermediate students (Grades 4-7) will be participating in a Hip Hop program with Boogaloo Dance Academy from Monday, Jun 19th to Friday, June 23rd.
- Classes will be every day with a performance, open to parents and families, on Friday, June 23rd at 1:15 – the performance will run approximately 30 minutes.

SPORTS DAY – June 2

- A successful and enjoyable day with the weather holding out for us, with the occasional spit of rain!
- Thanks to the parents volunteers and to the high school students from Prince of Wales Secondary and Kits Secondary who assisted with the Primary stations.

VOLUNTEER RECOGNITION

- Thursday, June 8 – 8:00-9:00 a.m.– thanks to parent, family, neighbourhood volunteers in the school

ACHE BRAZIL PERFORMANCE

- Friday, June 9th - 9:30 in the gym

GARDEN PROGRAM

- Last sessions – June 13-15 in the school garden

GRADE 7 LEAVING CEREMONY

- Tuesday, June 27 – 11:00
- Thanks to our very active and thorough parent committee this year who have arranged an evening at “Apex” for the Gr. 7 students, lunch on June 27th and a dance in the afternoon of the 27th.

LAST DAY FOR STUDENTS/YEAR END ASSEMBLY

- Assembly on June 29th at 11:00 a.m. in the gym

GOOD-BYE AND HELLO

- Good-bye, thank you and congratulations to Ms. Maureen McDonnell who is leaving us as VP this year and moving to Franklin Elementary as Principal in September.
- Welcome to Ms. Adrienne Stewardson, who is coming to us as our new VP from Van Horn Elementary, in September.
- Class organization not until September – still day to day changing; no more K/1 splits; 2 full K classes; no one in catchment on waiting list

6. Vice Principal's Report: Maureen McDonnell

- Code of Conduct – teachers looked at it this morning and have agreed to use it;
- Started looking at programs for fall – Sea Smart approached school re: classes looking at skeleton of whale - she has been booked (\$630);
- some technology needs replacing/updating – starting to look ahead to teacher's wish list, one iPad stopped working for example- \$2,000-\$3,000 for replacing some technology
 - Maureen will start working on wish list and then Diane will meet with teachers in September to add to it
- if some money from new curriculum has not been spent would like to carry it over

7. Teacher's Report: (Ms. Roberge)

- huge thank you to parents for all of the fundraising; in particular for Project Chef and thank you to the daily volunteers; thank you for garden project – will have sessions next week and then will carry it on next year
- thank you for technology
- thank you for gym sense, hip hop
- May was a busy month, sports day, spirit day,

8. Committee Reports:

a) Safe-to-School- Lindsay Morphy

- Update on safe arrival program – VSB has responded that senior management at VSB has met on the issue of safe arrival
 - Currently, the VSB is undertaking a district review and is planning on having a framework in place for September to address Safe Arrival as part of its mandate for student safety
 - We will check back in with VSB in August to determine if a VSB framework will indeed be in place by September
- Despite the VSB response, the committee is still carrying on in order to have a PAC run Safe Arrival ready to go in September – everything is on track
 - Committee has priced out phones – may not need one if VSB does have a program in place for September, but would like approval to get phone in case we need to get a phone in the first couple weeks of September (will wait and see what VSB does first)
- **MOTION** by Lindsay Morphy to APPROVE \$200 for Smart Phone and approximately \$85/month for a 2 year contract, **SECOND** by Heidi Schmid, **CARRIED**
 - Some discussion that Fido and Wynd are cheaper than Telus, Rogers - we can look into it

b) Website – Lindsay Morphy

- Website is generally ready to go – web designer had made some final changes – we can make changes/add to content over summer; would like to have it go live in September at start of school
- Suggestion to have garden page – volunteers can sign up for summer; Kiley will touch base with Ms. Donnelly and we can revisit it with web designer if necessary
- Discussion re: having direct donation button – Lindsay will ask Kits Media what would be required and how much that would cost

c) Sports Day – Kerry Kenwood

- Discussion that coffee be free next year and possibly only from 9-10:30 a.m.
- We can revisit next year

d) Hot lunch – Kerry Kenwood

- Monika and Judi have agreed to stay on for hot lunch, Ellen Tang and Nicole Ricci-Styles have volunteered to also run the program

e) KM club – Kerry Kenwood

- Maureen confirmed with Noreen that it will be extended to June 14th
- Lindsay will contact Noreen at some point re: having web sign up on a google calendar for next year

f) PAC Proposed Executive for Next Year – Kerry Kenwood

- Chair – Kerry Kenwood
- Vice Chair – Lindsay Morphy
- Treasurer – Heidi Schmid

MOTION by Kiley Lundin to approve proposed 2017/18 PAC Executive, SECOND by Teri Charuhas, CARRIED

- Vacancies: Secretary, Fundraising Chair
- Also, sports day coordinator, spring event coordinator, spirit wear coordinator

g) Welcome Back BBQ –Kerry Kenwood

- September 28th; more details to follow

h) Monster Mash – Teri Charuhas

- Will be held by Friday, October 27th – being organized again by Teri, she will put more thought into it and start recruiting volunteers
- Kiley has a contact for a volunteer DJ

i) **Other business** –

- Suggestion for a spring cleaning book drive; Ms. Roberge indicated that Ms. Noble (gr. 6/7) does one already for Animal Awareness – discussion that it would be good to get the word out for that next year
 - Ms. Hawkes has volunteered to take over from Ms. Stewart to organize Winter Market

j) **PAC Thank You Presentations**

- Ms. Diane Martinson
- Ms. Maureen McDonnell
- Kelly Allison – final year as PAC Chair (will thank her in person)
- Kiley Lundin – final year after 5 years as Fundraising Chair

MOTION TO ADJOURN by Teri Charuhas, SECOND by Heidi Schmid, CARRIED

MEETING ADJOURNED at 8:20 pm to September 18, 2017 at 7:00 pm in Library