

Meeting Minutes
Katzie Elementary School
Parent Advisory Council
Tuesday, April 8, 2014 at 7p.m.
Location: Library at Hazelgrove School

- 1. Meeting called to order by Ashley, Co-President, at 7:04 p.m.**
- 2. Passing of March 6, 2014, meeting minutes:**
Lisa Gordon, Vice President approved the minutes and it was seconded by the Treasurer, Shawna Goodfellow.
- 3. Reports:**

Treasurer's Report - Shawna Goodfellow

- We received donation of \$200 from Envision Financial this month
- There was a transfer of \$3,925.11 from paypal which are from Hot Lunch sales
- We received the cheque for \$1000 from Robbie Johal
- Our bank accounts currently stand at \$9,340.44 (Chequing account) and \$8,773.47 (Gaming Account) for a total of \$18,126.39

Hot Lunch Report – Meg Smillie

- Volunteers are always needed for Hot Lunch distribution. If you can help on Hot Lunch dates, please arrive at the school at 11:30 am
- Treat Day Cut off for ordering KERNALS POPCORN (Thursday, April 17th) is on April 9, 2014.
- Meg reminded the parents that all cash & cheque payments must be handed directly to the Admin office at the main school or to Ms. Susan at the Annexe by 2 p.m. on the cut off day. Online ordering with credit card or PayPal payments closes at Midnight on the cut off date. Unpaid orders are not recognised in the Vendor report system and Vendor reports cannot be delayed.
- Meg also informed the parents that limited extra bags of Kernals Popcorn would be available for purchase on Treat Day from the Hot Lunch Committee. If parents have missed the deadline for ordering, children may be able to purchase a bag of popcorn during lunch on treat day. The price of each bag of popcorn is \$2 & \$2.50 (select varieties). Parents are requested to please ensure the children have correct change. Treats will be sold until the end of supply or end of lunch, whichever comes first.
- We have currently raised \$25 towards the Playground and \$10 towards our Food Fund through MunchALunch. Thank you to parents for the donations and continued support with the Hot Lunch program.
- The Hot Lunch Committee can be contacted directly at katziehotlunch@gmail.com.

- Meg also requested a cash float to be made available to the Hot Lunch committee for cash sales on various treat days.

Neighbourhood Learning Centre Update – Steve Boyd (Community School’s Coordinator)

- Steve informed the parents that he was looking into programs for the 3 ½ multipurpose rooms that would be part of the Neighbourhood Learning Centre
- The Learning Centre would support growth and development of the children and families in our community
- The plan is to survey the families in our neighbourhood and get an idea of what kind of programs people are most keen on and what we are lacking in the community. We are a growing community and the goal of this centre is to become a gathering place for families.
- There will be after school programs at the Centre – Mad Science, Sportball, Tennis Excel were some of the examples of programs Steve listed that have successfully been running at various locations in the past.
- Cost – There would be a fee for each of the programs but the costs are subsidized to an extent and therefore we are looking at nominal fees

Principal’s Report – Ross Brennan

- Ross informed the parents that everything was on schedule with regard to our move into the new school. Furniture and equipment has been arriving at the school and teachers are ready to set up their classrooms.
- No change in our timeline – April 22nd is our move in date
- The keys to the school will be handed over to Ross on April 11, 2014 and from that day on, the school will be armed.
- To assist the Kindergarten and Grade 1 students in their transition to a larger school, the students are being brought to the ain school on two days of the week before the move – one for an assembly another day for buddies and just to find a balance between excitement and anxiety that the younger children will be feeling.
- Children will bring home a hard copy newsletter with all the information about the first day of school and what the expectations and plans are for the transition into the new school.
- Parents are reminded that the focus during the first few weeks of our transition is entirely on the children and as such parents are requested to keep touring the school to a inimum. The PAC Executive is organising coffee and doughnuts in the gymnasium on the first day of school and there will be a brief tour of the school on that day for parents, after which, the staff would like to focus on settling in the children.
- Our school is in a very small catchment (area wise) and therefore Ross encouraged parents to walk their children to school or have the children bike to school in order to kep traffic under control.

- On the Thursday (last day before the move), Hazelgrove school is having an assembly to say farewell to us and to Bob, the Custodian.
- The school will remain open to the teachers over Easter Break to enable them to finish up their classrooms
- Other Business: Ross informed the parents that Track and Field was starting the following week and children would be bringing home permission slips.
- We will be hosting a Sports Day and we will have access to the field by then.
- Class photos and School panorama photos will be done in our new school.
- Work on the grounds of the school will continue even after we move in.
- Installation of playground will be slightly delayed because of paving schedules and because the focus of the contractors at this point will be on fixing deficiencies.
- Questions from parents:
- A parent wanted to know if the recess and lunch times would be the same for Primary and Intermediate students and Ross said it would.
- A parent wanted to know if there would be an evening open house for parents to come out and see the school after the children are settled in and was informed that at the grand opening event on May 30, 2014, there would be a scavenger hunt through the school led by the children to show their parents the entire school building.
- A parent posed the question about the availability of crossing guards for children who are walking or biking to school and was informed that the crossing guards who currently who stands at the 192 and 70th signal is coming with us to our school. Ross also informed parents that traffic calming bumps and crossing guards are generally assigned to a school only after gauging traffic patterns.
- Another parents wanted to know if we were getting closer to school logo being finished and Ross informed us that we have been given permission by the Katzie tribe to develop a logo that signifies the aboriginal eagle.
- The last item that Ross wanted to discuss with the parents was the Internet Permission form that was sent home with the students and what it actually entailed for students at our school. Parents were informed that data of anything created on a school email account was stored outside our school and generally outside the province in accordance with the Access to Information Act. The school does not have the ability to store all the information on our own servers and Ross assured the parents that nothing was being started as yet – if a particular class was going to create email accounts, a specific letter would come out to parents of that classroom before any steps were taken.
- Lisa Gordon asked whether the Summer Kindergarten preparation program would be offered at our school this year and we were informed that currently there is no funding in the district available for our school. The focus this year will be on using funds available for inner city schools.

Fundraising Report – Heather McInnes and Ashley Bunting

- A package will be coming home with the children on the Friday of the first week in our new school giving details about the grand opening event - how to order food, what the activities would be on that day, each child will bring home a raffle book (12 tickets in each book – 1 ticket for \$2.00 or 3 tickets for \$5.00) and all other details about what parents can expect at the grand opening barbeque.

- The hope is that every student will sell at least one book. There will be a tear off slip on bottom of the letter to parents with information regarding ordering more raffle books. The extra books ordered will be delivered directly to the child at their classroom. As an incentive to sell more books, there will be a pizza party for the classroom of the student who sells the most number of tickets.
- We will be printing 650 raffle books and if we sell out of the raffle tickets, we will have made \$12,000.00
- The information letter to the parents will also have a tear-off slip with volunteer information – the PAC would greatly appreciate any shifts that parents are willing to volunteer for at the event.
- The PAC will also be sending home a permission letter to Grade 7 parents regarding their children volunteering to assist with the grand opening event and we will be talking to the students of the Grade 7 classes about this. 650 books to be printed

New Business –Lisa Gordon, Vice President:

- Lisa informed the parents that our school has been selected by Dams Ford to host the Test Drive a Ford fundraiser. This is a great and easy way to raise money for the school. All that is required is parents, family and friends to show up at the event, test drive a Ford and Dams Ford will donate \$20.00 per test drive (up to a maximum of \$6,000.00) to the school.
- To make the event more interesting and encourage more parents to come out to the event, the PAC will be running a “Clothing swap” on that event. We will be selling tables to those interested in selling their stuff. A bake sale is also being planned for the event and other ideas are being considered at this stage. We are looking at this being an all-day event. The date fixed for this event is **Saturday - September 27, 2014.**

Other Business:

- A parent posed a question about lice checks in our school and was informed by Ross that schools do not have the authority to do this check. What is required by the school is to alert parents if there is a case of head lice detected in the school and what can be done to treat head lice but the policy is schools cannot check for head lice.
- Heather McInnes informed the parents that there has been one more complain about the bottle depot that our school has an account with recently. It was decided that we needed to vote on moving our account from the current bottle depot to another depot – Regional Recycling Cloverdale, located at 5534 - 176th Street. The parents voted and it was carried unanimously that we will be switching out account to Regional Recycling Cloverdale.

The next PAC meeting will be held on Thursday, May 8th, 2014 at 7:00pm at the new school

Meeting was adjourned at 7:55 p.m.