

Prince Charles Elementary PAC General Meeting

November 29th 2022 via zoom

(zoom format due to inclement weather)

IN ATTENDANCE:

Shannon Rose (Chair), Duane Penner (Principal), Michelle Mitchell, Sarah Ferraro, Ashley Camp, Karen Mann, Jen Pratap, Michelle Bastien (Treasurer), Catherine Parekh (Secretary), Saranna Greveling.

QUORUM:

Quorum has been met with minimum of five voting members (three executives and two others than the executives).

A. CALL TO ORDER –

Shannon Rose, President, called the meeting to order at 7.04 pm.

B. ACKNOWLEDGEMENT –

We acknowledge that the Prince Charles Elementary is located on the traditional territory of the Stó:lō people, the Semá:th and Mathxwí First Nation. With this, we respect the long standing relationships that Indigenous Nations have to this land, as they are the original caretakers. We acknowledge historical and ongoing injustices that Indigenous Peoples endure in Canada, and we accept responsibility as a public educational institution to contribute toward revealing and correcting miseducation as well as respectful relationships with Indigenous communities through our teaching and community engagement.

C. PRINCIPAL'S REPORT –

1. Remembrance Day Assembly - Thank you Sergeant Smith for coming. Amazing presentations, many parents attended.
2. Charlotte's Web - Thanks to Mrs Bulat, who deserves a lot of recognition. The Charlotte's Web project added buzz, culture and excitement to the school.
3. Book fair/movie night/hot lunches/popcorn days/poinsettia - all fun and successful - thanks to PAC for planning to make all of the events happen, there has been so many events going on and all of this takes a big amount of work to happen.

4. Several field trips and class presentations recently - including owl presentation, water workshops, caring for teeth, Best Christmas Pageant Ever. Adds to school excitement and student enthusiasm.
5. FSA's - grade 4's completed FSA in November, all marked and turned in. Stay tuned for results.
6. Middle years development instrument (MDI) - new to the district. Passive consent forms to be sent home. If you don't want your child completing the MDI you can send the form back declining participation. The goal of the instrument is to try to understand children's thoughts and experiences inside and outside of school. Helps in planning for school goals and for social emotional learning goal.

Upcoming events:

Dec 5 reports go home. New program being used this time.

Spirit Week! (Dec. 12-16)

Dec 12 - Monday = Plaid Day

Dec 13 - Tuesday = Red & Green Day Dec 14 - Wednesday = Festive Wear Dec 15 - Thursday = Holiday Head Gear Dec 16 - Friday = PJs & stuffies

Also, school wide movie in the gym on Fri. Dec. 16th (starts after recess, movie choice TBA)

Caroling in the gym - video being filmed on Dec 16th in place of Christmas concert. Staff were involved in decision to not hold an in person Christmas concert - there was caution amongst staff for holding this event at this cold/flu season time. Overall considering this year to be a transition year for varying comfort level of many with viruses and illnesses going around, hoping to open up for next year for an in person concert.

D. REVIEW AND APPROVAL OF OCTOBER MEETING MINUTES –

Catherine Parekh did a review of the previous month's minutes. There were no suggested changes.

Motion: Shannon Rose made a motion to approve the October minutes. This motion was seconded by Sarah Ferraro. The motion has passed.

E. PRESIDENT/VP REPORT –

We have a volunteer for the Prince Charles DPAC rep - Tiffany Wickham has volunteered to be DPAC rep for the school, with thanks.

F. FINANCIAL REPORTS

Michelle reviews Treasurer's Report for October (please see attachment).

The following report covers the period of October 1 - 31, 2022.

BANK BALANCE

The bank balances on October 31st, 2022 were as follows: General account \$18,861.42
Gaming account \$15,073.74

Total \$33,935.16

Coupon Books

We held our Great Little Coupon Book fundraiser until October 13th. We sold a total of 137 books, a total profit of \$602.80. Our goal was to raise \$525 after paying for a pizza party for the top seller.

G. DPAC REPORT

- Last Thursday with Kevin Godden (superintendent Abbotsford School District) and Korky Neufeld (school trustee). Topics covered included:
- COVID and Afghan refugee update - just over 200 students into Abbotsford in October, staying at Sandman downtown and teachers going in daily to do reading/math assessments for appropriate support. Unsure of catchment schools so being placed where there is room.
- Affordability funding - focus on food and clothing.
- Lots of staffing issues currently - quite standard in the province but Abbotsford perhaps hit harder than other areas. Helper teachers sometimes in teaching role. All areas of school employment, including buses crossing guards, affected.
- Challenges around wellbeing and mental health - increased significantly over COVID. Focussed on not only students but staff also with this awareness.
- Schools have not been above 90% attendance since the start of the year. Lots of sicknesses and queried more mental health ailments.
- Next DPAC meeting Jan 26th via zoom

H. FUNDRAISING

Coupon books: see financial report

Purdys: ongoing, sitting at \$490.40 profit, closing Dec 1st/2nd but potential to extend deadline.
Poinsettia sale: \$103.10 raised. Sold 33 poinsettias. They come in Dec 1st. Michelle will post delivery details soon.

Book Fair:

Sales = \$4148.58 before taxes

\$25 Delivery fee new this year

Overall \$150 per classroom to spend on books

A few books to come in by the end of the week that were ordered

I. HOT LUNCH REPORT

Reported by Shannon Rose.

Profit of \$360 from Oct 14th popcorn day

Last month's hot lunch = total profit \$632.10. Normally budget for \$500 profit, so surpassed that.

This month -

December 2nd - Boston pizza

December 9th - Mini SinAmen buns

December 16th = Popcorn day on day of school wide Christmas movie

J. GRADE FIVE COMMITTEE REPORT

There has been a meeting with the Grade 5 teachers regarding fundraising ideas -

these include a bottle drive, concession stand.

The grade five committee are hosting the following spirit days:

JANUARY 27th - Jersey Day

FEBRUARY 22nd - Pink Shirt Day

MARCH 10 - Rainbow Day

APRIL 27 - Wacky Hair Day

MAY 26 - Hat & Jeans Day (BCCH Fundraiser) JUNE 16th - Beach Day/Tacky Tourist Day

GRADE 5s ONLY:

June 22 - Grade 5 Farewell (in the gym, 6:30pm) June 28 - Grade 5s to Cultus Lake Water Slides

Lifetouch year books: Michelle Bastien reported that Lifetouch is offering year books, parents can upload photos directly into them. This will be looked into.

K. OLD BUSINESS

- Water fountain - still pending
- Rainbow and Every Child Matters crosswalks:

Our request for permission to have a Rainbow and Every Child Matters crosswalk was approved by the school board in May. Mr Penner reports that facilities have looked at our crosswalks. Current plan is for rainbow crosswalk near McKee crossing and Every Child Matters crosswalk near staff carpark.

Facilities report that there have been a few done in the city, and they are a high target for vandalism. Thoughts to perhaps reconsider to have rainbow crosswalk where it is not visible from McKee. We need to decide on this.

Facilities have approved but now Board needs to approve, and then a third party company bills based on size of crosswalk. Once we have a quote we would then vote. Earliest instalment date would be Summer.

Q: is there a cost to repair from vandalism? What is the turn around time for cleaning?

A: An emergency work order to repair needs to be submitted in this event, unsure of cost.

Mr Penner presented an option of rainbow mats as an alternative option in mind of vandalism, to be considered.

Shannon Rose motioned for approval to go ahead with process of obtaining a rainbow and every child matters crosswalk, so we can obtain the quotes. Seconded by Sarah Ferraro. Motion was passed

L. CLASSROOM SPORTS BAGS:

Shannon Rose to go through sports bags in each classroom to determine what is needed for individual classrooms. Hoping to have that ready for Jan meeting

M. CLASS PARENT

Everyone should now have their lists for class parent. Still a few classes without class parent - Div 11 Boschmann and Div 4 Nowak.

N. PARKING LOT

A video was sent out on PAC Facebook page with mascot demonstrating parking lot safety. Shannon Rose to have Chelsea Smith (Admin) send it out to families via email also.

Requests for more volunteers to help as parking lot volunteers.

Shannon Rose asked Mr Penner if he thought it a good suggestion to email families about importance of safety and following the car park rules. Mr Penner to do a New Year email with link to above video of parking lot safety.

O. NEW BUSINESS

- Comfort kits - Duane Penner and Shannon Rose have discussed this - email to go out first week of January to have parents send them in, and then stored in classrooms.
- Playground update - need to form a committee for brainstorming, then look at pricing/quotes. Jen Pratap, Michelle Bastien, Catherine Parekh, Ashley Camp, Karen Mann, Shannon Rose all volunteered to be on this committee.. Mr Penner to also be heavily involved. Shannon Rose to also send out an email for others to join committee if interested.
- Mascot Lion's throne - Have had a couple of people tentatively offer to build a throne for the lion. Otherwise to send out a post for other volunteers who could help with this.
- Naming contest for mascot - coming in new year.
- Skating field trip: with Mr Eberding leaving, is this still something that the school will be looking into? Mr Penner reports that staffing could be tricky as it is every Friday in February. Same for ski trip - February ski trip in the air. Unsure until Mr Eberding puts in his planned leaving date.

P. COMMUNITY EVENT GRANT

Deadline was Nov 1st. Michelle Bastien contacted relevant people and was informed that the allotment of grants had already been filled. Advised to watch around Spring time for next round of grants.

Q. STAFF REQUESTS

- Grade 3 teachers Brenda Calnek and Lasha Jury - requesting 8 pairs of noise cancelling headphones for \$160 + tax, to enhance learning for students (for all of Grade 3). Discussion that an inventory is needed for how many noise cancelling headphones are currently in the school, there used to be many more. Mr Penner to ask. Suggestion that an inventory is needed, and possibly central allocation rather than for individual classrooms. May get a bulk rate if we order more at the same time. Perhaps hold off for now until inventory completed.

Shannon Rose motioned to defer this financial request till the Jan meeting. Motion has passed.

- Mr Penner mentioned that the school's Indigenous support worker (name?) reached out to an indigenous artist in residence. Her idea is for a mural for the school, involving all students. She is currently getting a quote for this. Where this would be located would still be decided on. Shannon requested to have her reach out to PAC once she has a quote.

Additional note: Indigenous support worker has recently moved rooms, to be more centrally located. The previous room is to become a tech room again.

R. STAFF APPRECIATION DAY: To be held on Dec 8th

S. SIGNING AUTHORITY

Bylaws state that the four executives will be signing authority for the year. Jen Pratap and Sarah Ferraro (Secretary and VP respectively last school year) are both often at the school. Suggestion to keep signing authority as it is for this year otherwise all four/five current executives need to coordinate to meet at the bank. By the time this happens much of the school year will have passed.

Shannon Rose motions for keeping signing authority of bank account unchanged and leave until June 2023 . Seconded by Michelle Bastien. Motion was passed.

T. FOOD SAFE

Need more people with food safe. PAC would like to pay for one more person to complete the course. Ashley Camp has volunteered.

U. ABBOTSFORD BINGO

AGM held last week. Nobody from Prince Charles attended. Catherine Parekh had contacted Melanie Wish from the Bingo Association prior to the AGM date and was informed that under the rules of membership we were not required to attend this year's meeting. However, we must attend next year to maintain membership.

V. OPEN FLOOR

• Q: Mr Eberding leaving end of January - what are we doing for him?
Since he has been at the school for more than 15 years = \$150 range for a gift according to approved gifting guidelines. Planning to put together a card that every student signs as part of his gift also.

Shannon Rose motions to approve \$150 per our staff gifting guidelines for Royce Eberding's farewell gift (\$25 for card). Motion seconded by Karen Mann. Motion was passed.

• Q: Who will be taking Mr Eberding's role?

Mr Penner reports that he is still unsure of Mr Eberding's final leaving date. Waiting for Mr Eberding to put in paperwork before putting job vacancy out. Will need to go to school district job posting and will be filled based on seniority, Ms Bate has expressed interest in increasing her role to full time for her Grade 4 teacher role.

• Q: Sports teams- not many teachers are stepping up to coach sporting teams. Can teachers sponsor a parent to coach a sports team? We have very sporty Gd 4/5 classes and not much sporting team opportunities within the school. How do we go about improving this? Interest in triple ball in particular (elementary volleyball), among other sports.

Mr Penner reports that currently we do need a staff sponsor to be able to do school sports.

• Q: Do teachers have incentive to participate in extra curricular activities?

Mr Penner is in favour of the extracurricular activities, and the incentive for teachers is being there for the kids. Queried how do we get creative with bringing teachers in for more school sport volunteering? Or suggested to look into other connections like the Abbotsford Community School programs. Would be great to have more of these activities in the school.

- Soccer and cross country staff appreciation has previously been organised by Michelle Bastien, but no one has taken on the role this year. Catherine Parekh volunteered - signed card by involved students needed
- Scholastic having a warehouse sale - if you want to attend it is on Dec 8-10 at their warehouse in Surrey. Please email Michelle if you want to attend.
- Q: Are we doing spirit wear this year? Mr Penner happy to look into this. To be organised in the new year.

W. ADJOURNMENT

Meeting adjourned at 8.49pm by Shannon Rose

Next meeting = January 10th 2023 @7pm in via zoom



Prince Charles Elementary PAC

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Treasurer's Report November 29, 2022

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Thanks,

Michelle Bastien
PC PAC Treasurer



PAC Principals Report

Date: Nov 29, 2022

Time: 7:00 pm

Location: LLC

1. Remembrance Day Assembly

- Full assembly on Nov 9th with British Army Veteran (Sergeant Smith) in attendance
- 5 Divisions joined in the program
- Many parents came to remember those who served

2. Charlotte's Web

- Huge Success! Thank you to Mrs. Bulat coordinating a school wide Charlotte's Web
- All staff, students, and some parents were involved in the planning. We finished with the movie in the gym.

3. Book Fair/Movie Night/Artisan Market/Hot Lunches/Popcorn Days/Poinsettia Sale & Purdies Chocolate/Art Cups/Cards

- Huge thanks again to PAC from all of us at Prince Charles Elementary!

4. Class Field Trips & Class Presentations in November

- Owl Presentations Div. 4/5/6
- Water Workshop Div. 3/4
- Caring for your Teeth Div. 3/4/5/6/7/8/9
- Best Christmas Pageant Ever (9 divisions attended Thursday, Nov 24th)

5. FSAs

- Grade 4s completed FSA in November. All have been marked and turned in.

6. MDI (Middle Years Development Instrument)

- Grade 5s (Passive Consent coming home before Winter Break)
- The Human Early Learning Partnership (HELP) at UBC is using the Middle Years Development Instrument (MDI) to understand more about children's thoughts, feelings and experiences inside and outside of school. The MDI is a questionnaire that gives schools and communities valuable information about the strengths and needs of their children

Upcoming Dates:

Dec 5 Report Cards go Home

Spirit Week! (Dec. 12-16)

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