



LORD NELSON ELEMENTARY PARENT ADVISORY COUNCIL

LORDNELSONPAC.CA

Parents' Meeting Minutes

Monday, June 19, 2017

5:45 pm Snacks and Greetings

6:00 pm – 8:00 pm

Lord Nelson Elementary School – Library

PAC Executive

Kate Newstead (KN), *Co-Chair*; Cynthia Farnsworth (CF), *Co-Chair*;

Kelly Carter (KC), *Vice-Chair*; Laura McGowan (LM), *Treasurer*; Ken Eliuk (KE, absent),

Theresa Gibbons (TG, absent), *Fundraising*; Jane Tilley (JT), *Secretary*

Representatives

Daniel Knibbs (DK), *Principal*, Rosemary Thomas (RT), *Vice Principal*

Members at Large: Sandra, Caitlin, Sonja, Lisa, Shauna

1. Meeting Intros and approval of minutes and agenda (KN)

- Approved JT, seconded CF

- Presentation to KC and CF from PAC and Admin for many years of hard work and inspiration.

2. Review of past year: Key events and volunteers (KN/CF/KC)

PAC has relied on scores – hundreds - of volunteers throughout the year. Thank you to everyone who has helped in the many events that PAC and the school have hosted!

We'd like to extend a personal thanks to the following parents who took the lead with our events and committed this year (with apologies if we have overlooked anyone):

Coffee: Tammy Wallis and Sarah Yuen

Poinsettias – Amy Gilmore

Purdeys – Kelly Carter

Donalds - Courtney Hall

Movie nights - Helen Gabor and Claudette Lauzon, and Rod Roodenburg

Monster Mash – Shauna Elton

Silent Auction – CF and KN

Website - Rod Roodenburg

Pancake Breakfast – Jollean Wellington

Library – **many!**

Parent Information nights – Sandra Heusel

Sports day – Kelly Carter, Lisa Osaba

Graduation - Kristen Sartori and Melinda Bowyer

Carnival – Wow to the huge team - 153 volunteer shifts that night! Specific thanks to: Ken Eliuk, Kendall Cross, Joel Limen, Theresa Gibbons, Taslim Hameer, Laura McGowan, Megan Atkinson, Janet Smith, Tammy Wallis, Lisa Osaba, Leah Kimura, Cheryl Lee, Sheryl Hovde, Amy Fox, CF, Tanya Harvey, Kristen Sartori, Brad Mitchell, Carey Cuncic, Lori Popadiuk, Rebecca Gifford, Jolanda Peters, Brad Mitchell and, of course, Kate Newstead!!!

The Carnival Team would also like to thank the amazing sponsors who generously helped with cash donations to the event: James Buonassisi of Keller Williams Realty, the Boutique Roofer, MicroFootie, Etheridge Renovations, Marko Magriotidis, Realtor, and Ocean Orthodontist.

CF talked of how the school community has changed and the role of PAC in developing a stronger sense of community in the school. Great to see so many people helping. Exec role is more executive as more parents participate and take leadership of the different committees.

A big “Thank You” is extended to the staff and administrative staff for all their support and time spent over and above their regular hours. Without their support we would be unable to accomplish what we do.

3. Discussion of Priorities for 2017-2018 (KN):

- This will be something of a transitional year. New exec will spend time before September planning, making sure that the regular events, such as Sports Day, movies and other “*fun*raising” activities, are supported as well as fundraising. Hope to keep a balance between - the two.
- There are 2 phases of fundraising - school and landscaping
- May not run the silent auction this year. While it raised \$14,000, it was a huge amount of work for KN and CF in particular. However, it was a very popular, social event. Carnival will stay.
- LM mentioned that she has been asked about the potential for parents to provide a cash donation as some are not able to donate time. Crowdfunding campaign in September would be a great opportunity for this.
- Will look into other retail gift card fundraisers in the fall/before Christmas
- Other possible social events: suggested coffee morning to prepare care packages for DTES for example.
- CF stressed importance of events that foster community, particularly as we transition to the new school etc. The neighbourhood will hopefully benefit from landscaping and play equipment etc.
- September/October will bring opportunities to meet with new parents and have their fresh input
- Sandra - it would be good to have a networking event so that parents could know what resources are available within the community. PAC would very much like to source within the community.
- LM: Could we create an information package for new parents - tell the story of the school and what we are trying to accomplish?

4. Financial Update: started the year 69,666

Made \$52,000 this year alone.

Coffee \$816

Movie nights: Book of Life \$866; Elf \$716; Trolls \$1185; Lego Batman \$869

Family pictures \$2650

Auction \$13,636
Bamboletta \$1000
Poinsettias \$1,500
Purveys \$1,900
Parent info nights (not a money maker)
Donald's \$2,266
Spring carnival: \$25,539
Other income including Interest and Gaming \$8700
Outgoings include: Teacher stipend; Dance program; Baby sitting course etc
Balance at the end of the year: **\$121,815**

5. Admin Report:

- Play day - well received, much calmer this time, more games being played in the classroom. Less running around in the hallway, weather allowed for lots of outside time. Kids enjoyed it. Opens doors to new relationships. Teachers positive. Will continue next year, with probably two a year. Staff were less anxious this time!

- School building project is coming along
Timeline set back a little by the bad weather, but still planning to move in September 2018.
- Fire drills to happen before the end of term
- Playground will be resurfaced with new wood chips this summer.
- Play Structures will be repaired
- Grass field will be closed over summer for maintenance - took a beating and is over-used.
- Lunch program will be cancelled - not enough subscribers - there may be other possibilities/other companies, but as far as the school is concerned at this time, there is no hot lunch program. Staff will keep an eye to monitor whether there are kids who consistently do not have lunch
- Fruit and veg program running
- Monday - talent show bring own music - 1pm
- Tuesday - grade 7 leaving ceremony 11-1 reception
- 29th year end assembly 11am - report cards going home with students
- Next year there will be 20 divisions (2 more than last year)
- Taking back the computer room and the OSC room downstairs. OSC will be sharing the Strong Start space. Need to downsize a little.
- Classes will be smaller 20 KG 22 primary and 30 for senior depending on terms of new contract
- Hope to get the kids in their classrooms in the first week.
- Some turnover of staff. Quite a few leaving VSB
Ms Tong, Jessica Sy, Ms Snell is leaving to work in North Van
Ms Tanya Connelly will be taking div 3.

Looking ahead:

- The coffee morning first day of school - went really well – plan for next year. Great chance to “meet and greet”
- Meet the teacher: preliminary date: Thursday Sept 21st 6.30 to 7.30. PAC will host a reception. Hoping to have community partners from Templeton Community School: OSC, Strong Start etc will attend.

6. PAC Election

Secretary - Courtney Hall elected in absentia unanimously

Fundraising coordinators - Ken happy to continue with what he does but the “fundraising coordinator” role will not be necessary this year.

Treasure - Laura re-elected unanimously

Vice-Chair - Lisa Osoba unanimously

Co-Chair - Kate Newstead re-elected unanimously

Co-Chair - Angela Wong-Moon unanimously

Action Points and Priorities	Volunteer
Website coordinator	?
Someone to show movies at movie nights	?