

**Devon Gardens PAC Meeting Minutes**  
**Monday, October 3, 2016**

**Opening:**

- Welcome and call to order by PAC chair Keith Punshon 7:00 PM
- Sign in sheet of members present passed around
- Reading of last minutes and agenda

**In Attendance:**

B.J. Dhaliwal, Dianna DeBlaere, Varinder Khaira, Colleen Ryley, Elin Hoffman, Jessica Jensen, Annick Lavender, Jana Methven, Carolyn Stanley, Keith Punshon, Mark Douangchanh, Claire George, Joanne Syens, Janelle Lindahl

- Approval of Agenda 1<sup>st</sup> by Carolyn Stanley                      2<sup>nd</sup> by Dianna DeBlaere
- Approval of Minutes will be at the next meeting

**Principal's and Vice Principal's Report- Mark Douangchanh and Claire George**

**Lunch-** White Spot was enjoyed by the kids and the popcorn sale went well.

**Wish List-** The school would like to have a projector in each classroom with a document reader or iPad with stand. There are a few classes needing sound hookups and the best success has been using wireless. The French immersion grants have been used towards this but there are two classes sharing and there is now the need for every class to have one. We are looking to get 5 projectors and a document camera or an iPad with the stand made for this purpose. Teachers will need to decide which they prefer.

-We appreciate the continued support for books in the library. The addition of books can't happen all at one time unless there is help to process a large quantity of books.

-The school has novel sets that have been around from the opening of the school. These are being cleared out for those that aren't being used. It would be helpful to update the novel sets. We don't use one novel per class but a variety of novels on the same theme. It would be about \$300 per class for grades 3-7.

**Book Fair-** The book fair will be running with parent/teacher interviews next week. It will run Tuesday to Friday and be open longer hours on Wednesday and Thursday. It will not be open before school or through out the day as classes are still happening. It is combined English and French. Claire will try and get teachers to put together their wish list.

**Parent Teacher Interviews-** Interviews can be booked online. We would encourage parents to come and check with Sharon if they need help to work through the system. The booking will be open later this week. You can't book on the day of the interviews since teachers need to be prepared. Kids can wait in library during interviews.

**October 20-** Shake Out BC happens on October 20 and the school will run the evacuation drill with full release to parents. Photo ID is needed and any pick up people need to be on the emergency contact list. Kids will be kept until the bell if they are not picked up. This gets people used to what a dry run looks like. Teachers have asked that everyone has photo ID. Name tags will need updating.

**Volleyball-** There are co-ed teams running for Grade 6 and 7. The schedule is being finalized. We encourage people to come to watch and support the teams. There are enough coaches for volleyball but we will be looking for coaches for Basketball in January. Games are on Tuesday and Thursday.

**Crossing Guards-** There were 35-40 kids that came for training with the police liaison officer. The draft schedule has been sent out with the final one out tomorrow. Hopefully they will be able to help with traffic outside. The designated daycare spot is tight and there are 5 daycares bringing out of catchment kids here. We will make two larger spots for the daycare buses and we are asking them to put up signs for the daycare so it's obvious. The single sign will be replaced with two signs to designate those spots. Please report those who aren't marked as registered daycare so we can bring awareness. Our school was built with infrastructure from 50 years ago. We encourage those with older kids to park farther away or drop off farther away. We also encourage kids to stay out of the parking lot especially the lineups at the end of the building, use the pathways and not the parking lot to walk through. It would be nice to have a drop off and pick up zone.

**Halloween-** Halloween is on Monday. There will be a costume parade in the morning and parents can join. Costumes need to be school appropriate and kids should have a change of clothes if they can't sit all day. Please remember to keep costumes age appropriate as there are 4 year olds. Masks can be worn in the parade but not in class.

**Kids Sport-** Zu Chi used to offer grants to students and families who couldn't afford extra curricular activities but these aren't available any longer. Kids Sport has \$70000-90000 to spend on sports extra curricular activities. Families need to put the application in on their own but they are trying to have a Kids Sport contact to liaise with families. Please let the office know if there is anyone you know of who would benefit from this.

**All teaching positions are filled-** Thank you for your patience as this has been a long process. Mme Su is in Grade 7 French, Mme Brucker is in Grade 1/2 French, Ms. Smith is in the K-1 Montessori job share, and Ms. Argun is in Grade 4 Montessori.

### **Reports from Executive Officers**

#### **1. Chair: Keith Punshon**

- The Open House BBQ was well attended and staff appreciated it.
- Entertainment books are almost done and are due back this week.

#### **2. Vice Chair: Jessica Jensen**

- We do have a Twitter account for PAC, but with only 50 followers it's not useful. There was some discussion about using Facebook as a platform to get information out. There are concerns about access as it is not for people to post and there are issues with sharing and commenting. The District page is a nightmare to administer. Should we proceed we would involve the district for advice to set up and monitor. We can add a PAC section at the end of the weekly blast.

#### **3. Treasurer: Carolyn Stanley**

- We received thank yous for scholarships from Delview and Burnsvew students.
- The art cards are in and ready to go out to the staff. They are due back on November 4 and kids are asked not to use Halloween art. The packages are all labelled by division and instructions for dates when they need to be back will be available for teachers.
- Financials are updated and included.

**4. Secretary: Janelle Lindahl**

-no report

**5. Gaming Representative: Jessica Jensen**

-All of the gaming information is up to date for last year. The grant has been applied for and approved but we are waiting for deposit. The next gaming license will be for the raffles.

**6. District Parent Advisory Council:**

-no report

**7. Canadian Parents for French: Annick Lavender**

-The CPF membership drive is on until the end of the month. CPF encourages new people to attend meetings. There is a notice to attach to information to go home to encourage memberships. CPF is trying to have a gift card draw for memberships.

-We have access to \$200 for a French event but the application has to come from the school. Claire has a French singer on the schedule that we will use it for.

-Annick is pushing for events for older students to encourage them to continue in French.

**8. Members at Large: Elin Hoffman, Diane DeBlare, Jana Methven**

-We had about 30 new volunteers sign up and there were 3 new people helping with hot lunch.

-With our fundraiser schedule we are looking to run the Neufeld Farms in October so we need to get order form out soon.

**Reports from Committee Members**

**1. Emergency Preparedness: Keith Punshon, Elin Hoffman**

-We need to get ID tags updated before October 20.

-We would like to ask for \$2 per student for emergency preparedness to replace the water.

**2. Special Lunch Coordinators: Selene Adams, Jana Methven**

-There were a few mistakes with White Spot orders but there was enough food to make the changes needed for all the classes.

-Subway this month, A&W for November, and Panago for December.

-Panago has gift certificates for a personal size pizza for reading program and sports/fitness.

**Unfinished Business**

-We are waiting water fountains to be installed.

**New Business**

-We have a thank you card from the bench company.

**Next Meeting:** Monday, November 7

**Meeting Adjourned**

**Minutes Prepared by Janelle Lindahl**