



2176 Duthie Ave., Burnaby, BC, V5A 2S1 pacmontecito@gmail.com

PAC Meeting Minutes
Thursday, September 14, 2017
7:00 pm - Montecito Library

Attendees: Denise Calvert, Stephanie Tsotsos, Connie Hosie, Addie Ceralvo, Mike Lee, Miriam Fitterer, Susan Scott, Michelle Lock, Lemai Ohtsji, Christina Guo, Traci Rego, Heather Miller, Carine Choo, Heather Kimmie, Tara Sutherland, Tanya Lakovic

Call to order at: 7:01 pm

- Review of June 2017 minutes
 - o Miriam 1st, Addie 2nd: **motion carried to accept the minutes**
- **Reports & Updates:**
 - o Principal - see below notes
 - o Chair (Miriam & Susan)
 - Welcome to new parents and families to Montecito as well as returning parents
 - Thank you to Starbucks Holdom for providing coffee for our parents on first day and Welcome to Kindergarten
 - Many thanks to the parents who helped take care of the school garden over the summer. The plants and veggies look great!
 - Thank you to all parents who put in their names for an executive position this year. Your support and help is much appreciated! A couple of executive roles to still fill, Co-Chair/VP & DPAC rep(s). If interested please let me or any of the execs know or contact us by email at pacmontecito@gmail.com
 - Many events in the upcoming months and we need parents' help. We need people for both lead and support roles. Please sign up online at <http://signup.com/go/pj3njP> or send an email. No experience needed.

- Next meeting in Oct is our budget meeting and we'll be going through school wish list
- o Treasurer (Heather Miller in Reece's absence)
 - o Balances for all accounts below. From this we have some reserves and commitments that I will present with Budget. Notably, Emergency Prep Reserve, Whole Foods Garden Reserve, Water Fountain Fund (re-allocate? We should take into consideration that some of this money came from the school bottle fund that was not part of our fundraiser) and Library/Holly reserved funds unspent, and a prudent budget reserve of \$5000 that we keep to the side each year to ensure the success of our budget regardless of changes in fundraising amounts.
 - o Reserves and Commitments are approximately 1/2 of our total funds. We had a successful year last year.
 - o Munch 'n Lunch is moving to a built in Visa payment system, eliminating the need for Paypal as they will do direct deposits. This is a much better system, cost is the same.
 - o Our Budget for this year will likely be close to \$20,000, allowing around \$7000 for Wishlist, not including Buses for fieldtrips and teacher consumables.
 - o **Some Questions:**
 - How will funding for Odyssey look this year?
 - What are the priorities for budget?
 - What are the fundraisers to meet the budget?
 - o **Pac Accounts**
 - o Pac General \$5,123.03
 - o Gaming \$3,906.33 (restricted)
 - o Lunch \$13,777.94 (plus Aug interest, statement not in)
 - o PayPal \$60.28
 - o Transfer sent to Munch 'n Lunch clearing \$3,152.51 = total of \$16,930.45
 - o School Parent Donate \$845.64 (restricted)
 - o Total Funds \$26,865.73 (plus Aug Interest for Lunch Account \$1.17 approximately)
- o DPAC (Susan)
 - Meeting dates: Every third Monday of the month from 7:00pm-9:00pm at Burnaby Central Secondary School, Room A206
 - Sept. 18, Oct. 16, Nov. 20, Jan. 15, Feb. 19, Apr. 16, May 22
 - More info about DPAC at www.burnabydpac.com

- We need rep or a few people to sign up to go to one of these meetings and report back at our normal meeting. If you are able to attend, please let us know.
- PAC 101 on Sept 27; usually catered; good networking event; Heather will be going and would love someone to accompany her
- o Grants (Mike)
 - Nothing to report
- o Fundraising
 - Purdy's has sent the Christmas brochure, paired with Neufeld; delivery 1st week of December
- o School Planning Council/Power of Four Committee (Principal/Parents/Planning/Progress)
 - Carine, Traci & Mike participating along with Heather Kimmie

New/Other Business:

1. Cheque signing authority
 - Miriam as a signing authority
 - **Motion to continue Miriam as signing authority, as past chair; Carine 1st, Michelle 2nd; motion carried**
2. Speaker/Education session for parents
 - Saleema Noon Sexual Health Workshops - Apr. 2018
 - i. Parent workshop April 24 630-8PM. Really encourage parents to attend.
 - ii. On April 27 kids workshop.
 - Other possibilities - self resilience, digital citizenship, other ideas?
 - i. What about a workshop on drug education?
 1. Ms. Kimmie will contact Claire, school nurse
 - Try to have a parent workshop in addition to kid workshop
 - Programs to look at digital citizenship and looking at resources
 - Add to budget meeting funding for workshop for digital citizenship
3. Facebook - PAC Montecito account; waiting for some district direction; need to consider who would maintain the account; can be a good and efficient way to communicate information
 - In the mean time, we could flush out the PAC part of the website

Upcoming Events:

- Scholastic Book Fair - Sept. 19-21
 - o Noon hour slots are full; after school time slots are still needed to be filled
 - o Thursday after school time slots are empty
- Terry Fox Run - Sept. 28
 - o Thursday afternoon
 - o Stephanie will be course marshall
 - o Need some volunteers to cut up oranges

- o Concerns about bears in Squint Lake
 - Put a call in to the conservation officer before we take the kids over to the park
- o Stephanie to connect with Ms. Kumar to confirm the route to be on the inside of the park
- o Starts at 1:30 pm
- Fruit & Veggie Program - ongoing every other Tues. next date: Sept. 15 and then Sept. 26th
- Munch-a-Lunch - ongoing starting Oct. 6
 - o Bi-weekly service due to parent volunteer
 - o \$30 value meal pizza/sushi
- Treat Days
 - o Will continue as per last year
 - o Punch Cards will continue over
- Annual Donation Ask Letter - Oct. 16-30
 - o Susan to draft letter
 - o Christina volunteered to translate into Chinese
- Purdy's/Neufeld Orders - Nov. 3-17
 - o See above
- Bingo - Friday, Nov. 17
 - o Bring family and friends
 - o 50/50; raffle for prizes
 - o Have to purchase Bingo Cards and dabbers
 - o We need a liscence and are investigating
 - o 6 - 8 pm
- Gingerbread House Making - Dec. 8
 - o Need volunteers for this
 - o Connie will be lead with Tanya and Carine
- Santa Breakfast - Dec. 22
 - o Dave Holisky is lead
 - o Traci will do Santa photos
- Grad Committee
 - o Traci is lead with Tara and Kara

Extra Information:

- Regional recycling - donation \$ transfers right into the school act., replaced with a clean bin every two weeks
- **Next meeting date:** Thursday, October 26th, 2017
- **Adjournment** at 8:35 pm
 - o Susan 1st, Miriam 2nd: Motion carried



PAC Meeting: Principal's Update – Sept. 14, 2017

Information and things we're proud of since the last PAC meeting...

ENROLLMENT, STAFFING and SERVICES:

- 253 students enrolled (last year was 267 at the end of the year)...lost most at the Grade 4 and 6 levels to special programs (MACC, late French Immersion) and a high number of Grade 7s.
- 11 Divisions...see below for details. The organization of classes this year was driven by class composition needs.
- Posting waiting to be filled for the div. 3 grade 5/6 position

Montecito Organization 2017/18									
	K	1	2	3	4	5	6	7	Total
Div. 1							7	20	27
Div. 2							7	19	26
Div. 3						16	9		25
Div. 4					16	9			25
Div. 5					12	13			25
Div. 6				15	6				21
Div. 7			14	7					21
Div. 8			13	9					22
Div. 9		15	7						22
Div. 10	13	6							19
Div. 11	20								20
Total	33	21	34	31	34	38	23	39	253

- Class size limits: K or classes with K class size limits are 20, Primary classes and 3/4 classes with more Grade 3s have a limit of 22, Grade 3/4 classes with more Grade 4s have a class size limit of 24, and Intermediate classes have a limit of 30.
- We have 28 students with designations, the majority are in the intermediate grades this year. We have 5.5 EAs.
- We have 71 ELL students plus 4 International students. Mrs. Kumar is 0.85 teaching ELL.
- LSS support is 1.05 plus 0.5 Reading Recovery for Grade 1s. Ms. Foy is doing 0.5 Reading Recovery, 0.4 LSS and 0.1 Div. 5 classroom teacher. Other LSS teachers are Mrs. Kimmie, Mrs. Lloyd, Mrs. Kumar, and Mrs. O'Rourke.
- NEW: Ms. Vaughan has been given 0.1 (145 minutes a week) as an Aboriginal Inquiry Learning Teacher. Her role will be to support Aboriginal students and teachers.
- Mrs. Ingham is our counsellor Mondays and Wednesdays, and Winnie Yip is our SLP (speech language pathologist) on Thursdays

OTHER:

- First Week theme was Make a Difference at Montecito...a renewed focus on kindness to others and this newly renovated place. We will be putting together a tree mural in our main hallway. Every child and staff member has made a hand with a commitment of a way they can make a difference at Montecito. We invite PAC members to create a hand as well...see Mrs. Kimmie for details.

- Student Leadership opportunities have started for Grade 4-7 students (classroom monitors, office monitors, recycling monitors...)
- Gardening Club will be offered to students in Grades 3 and 4. First meeting is tomorrow! Ms. Nicoll is organizing this!
- Mrs. Chin and Mrs. Vaughan have started Cross Country for Grades 4-7 students
- Mrs. Mann and Mrs. Chin are looking to run an intramurals program this year
- Listserv will be used for communication purposes

Things we're Looking Forward to before the next PAC meeting...

- Sept. 15 Kindergarten Mix and Mingle 2:00 – 2:45 on the playground
- Sept. 18th First Cross Country Meet
- Sept. 19-21st Book Fair
- Sept. 19th Band instrument rental night
- Sept. 20th 2:00 dismissal; 2:15 – 4:30 Parents as Partners Conferences
- Sept. 21st Parents as Partners Conferences 3:15 – 6:30
- Sept. 22 Pro-D Day
- Sept 25th at 1:30 COLA
- Sept. 26th 9:00 Art Starts Performance Kung Jaadee (Haida storyteller and drummer)
- Sept. 28th 1:15 Terry Fox Run
- Sept. 29th Orange Shirt Day (to come together in spirit of reconciliation)
- Oct. 2nd Cross Country Meet
- Oct. 4th Individual student photos
- Oct. 9th Thanksgiving Holiday
- Oct. 10th Cross Country Awards Meet
- Oct. 16th -18th Arts Umbrella Van Go art workshops for intermediate classes
- Oct. 20th Pro-D Day
- Oct. 23rd Curriculum Implementation Day
- Oct. 24th – 26th Arts Umbrella Stagecoach drama workshops for primary classes
- Boys' Volleyball games will be on Tuesdays starting Oct. 17th and Girls' Volleyball games will be on Thursdays starting Oct. 19th

Notes:

- Seismic Upgrade Update:
 - Jarret, his Unitech staff and the contractors they hired worked very hard over the summer to allow for the portables to be removed and get us ready for start-up...we love our new nearly finished spaces!
 - the goal is to be finished the entire project at Montecito by the end of Sept.
 - we will hold a celebration when all the work at the school is done...stay tuned!
- 2017/18 School Goals:
 - We are excited about continuing our focus on our connectedness and writing school goals this year
 - Sept. 22nd Pro-D Day between 9:20 and 10:30, we will be discussing our goals. PAC executive members are welcome to join us for our conversation.
- RAK (Random Acts of Kindness) Club instead of Me to We:
 - Ms. Foy and Mrs. Ingham are going to start a RAK club this year as many students have expressed an interest in giving back to the community and local organizations such as the SPCA
- Aboriginal Whole School Art Project:
 - We are looking to do a weaving project with all students in every class. Mrs. Vaughan, Mr. Houghland and Ms. Price will be working together to plan and coordinate this.
- We are registered for the Coats for Kids program to help some of our students needing a warm winter coat. This year we will also be collecting coats for the organization; expect it in October.
- Burnaby Parks and Rec will be coming to talk to students about programs offered at Montecito starting in Oct. Other user groups will be back using our gym space in Oct.