

North Glenmore Elementary PAC



Meeting Minutes from the North Glenmore Elementary Parent Advisory Council September 17, 2019

PAC Executive Present: Jennifer Eberle, Christa Jenn, Becky Furney, Megan Coakley, Jamie Hudson-Zecchel, Shawna Shoranick, Tana Hammett

Staff Present: Jared Birkeland, Jill Voros

Parents Present: Vanessa McGregor, Natasha Brenko, Rebekah Kintzinger, Nicola Sheldon, Heather Csikos, Elizabeth Scott

1. Welcome from Jennifer Eberle and an invitation to make additions to the agenda

- a. Introduction of all PAC Executive members
- b. Highlighted that there is a vacancy in the PAC Executive in the position of Spring Fair Coordinator

2. Approval of the September 17, 2019 agenda for the Meeting

- a. Jamie made a motion and Christa seconded the motion to approve the September 17, 2019 agenda

3. Welcome and Approval of Minutes for May 21, 2019 Meeting

- a. Amendments
 - i. To add new members who will have signing authority and take former members off of signing authority
 - ii. Movement to add Christa Jenn, Shawna Shoranick and Jamie Zecchel as PAC members with signing authority
 - iii. Movement to remove Susan Hayes, Rhonda Langford, and Dianne Bondaroff who are no longer PAC committee members
- b. Megan Coakley made a motion and Jamie Zecchel seconded the motion to approve the May 21, 2019 minutes with the added amendments

4. Principal Report from Jared Birkeland

- a. Welcome Back to 2019-2020 School year
- b. New staff:
 - i. Kerry Pazio, grade 3 (permanent) – celebrated teacher in the district
 - ii. Lane Hardy, grade 4/5 – celebrated teacher in the district
 - iii. Karin Brett, grade K-6 / ADST (Applied Design in Science and Technology)
 1. Prep Teacher – Wednesday & Thursday to provide curriculum around tech, research skills, etc. / does coding

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2. In Jared's opinion there is not enough tech skill development including keyboarding, Google searches, understanding bias, etc.
3. Jill added that there should be direction on online safety
- iv. Taylor MacDonald, grade 1/2 Split (L. Romano's Maternity Leave – back around February)
- v. New CEA's – total of 19 when 2 still owed come
 1. Wendy Ikesaka CEA – Schultz, K
 2. Natasha Parnes
 3. Sara Rullkotter
 4. Brooke Richardson
- vi. Rose-Ann Wilson (Indigenous Advocate)
- vii. UBCO Interns
 1. Jenna Camron
 2. Tomas Golbeck / Nicole Vermey
- c. Enrollment
 - i. 571 Students
 - ii. 50+ Staff
 - iii. School full
 - iv. 80 K – less than last year which was around 90
 - v. 46 new reg (1-6)
 - vi. 19 CEA's
 - vii. Question: Did we have to turn students away? All catchment students were in and a few out of catchment could not come
- d. Superintendent FOCUS
 - i. Our purpose
 1. Tools for students to be successful
 2. Educated citizen
 3. Develop students' gratitude
- e. 2019-2020 Focus
 - i. Fulfilled last year's goals in Growth Mindset
 - ii. "Charting Our Own Course"
 - iii. Relationships – talked to teachers about the importance of developing relationships – beyond pedagogy
 1. Maureen Dockendorf – To accomplish big things, Think Big but Act Small
- f. Corrections to numbers in student numbers (Palahniuk and Siddon)
 - i. Combined grade 3-6 is allowed 28, single can be 30
 - ii. Numbers on the right side are correct
- g. 2019-2020 School Improvement Plan
 - i. Team of teachers are leading the School-based Inquiry Plan
 1. Empathy interview – hoping to interview parents during Conferences
 2. Questions to get to the root of how people are feeling about the teaching approach and 7 Principles of Learning
 3. Take an appreciative approach to the inquiry – what is working and how to make it better
 - ii. Continue on emphasis on Growth Mindset

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- h. Parent-Teacher Conferences
 - i. Online scheduling – live on Sept 30th
- i. Central Zone Learning Showcase
 - i. November 19 at 6:00-7:00
 - ii. Talk about how approach has shifted to personalized and deeper, richer learning
 - iii. Date is simultaneous to PAC night
 - 1. Suggestion was to possibly change the PAC meeting night
 - 2. Possibly push the meeting time to 7:30
 - 3. As it stands, we will leave it as it is.
- j. Upcoming Dates
 - i. Highlighted Al McAvena, Terry Fox run
 - ii. Acorn Community – the new name for the Grade 4 Learning Community
 - 1. Approximately 79 students, predominantly, plus 21 grade 3s
 - 2. Grade 4 FSA
 - a. Question about what this is – it is the required provincial assessment
 - b. Question about what comes of the test – Jared’s answer as follows:
 - i. Contentious topic, but Superintendent expects everyone to participate
 - ii. Some exceptional situations where students may be exempt due to learning disabilities, etc.
 - iii. Ministry of education looks for numbers and data
 - iv. Data can be skewed due to intentional absences, etc.
 - v. Parents get individual results and the school gets global results to show school performances – not necessarily fair due to demographics and other factors
 - c. Question about whether or not Psych-Ed’s provide standard scores – are these separate? Jared’s answer as follows:
 - i. Yes, these are separate
 - ii. Schools can see district results and school results
 - iii. Staff does not use the data the same way they used to, trusting that the data was accurate and can show growth or trends
 - iv. As a school, NGE does not use the results as they are not diagnostic – they use their own internal testing and assessments
 - v. NGE is compliant in participating in this mandatory testing

5. President’s Report from Jennifer Eberle

- a. Welcome back
- b. Code of Ethics document
 - i. For the 3 new Exec to Circulate and sign – signed by Shawna Shoranick, Montana (Tana) Hammett and Christa Jenn
 - ii. PAC Secretary, Becky Furney, to keep on file

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- c. Thanks to Christa for Welcome Back coffee first day of school
 - i. Christa mentioned that we will move to the MPR next year to welcome more parents
- d. Thanks to Megan for Welcome Back Pizza
 - i. Still time to order Pizza
- e. Thanks to Jamie – for Fun Lunch
 - i. Welcome parents to volunteer on Wednesdays
- f. Thanks to Tena for volunteering and proposing possible fundraising initiatives
- g. Gaming Grant
 - i. Current \$11,000.00 potentially coming – will be confirmed and then we will budget to spend for the academic year
- h. Teacher Request form for PAC funding
 - i. Solicit funding requests from teachers for school, class, for speakers, etc.
 - ii. Gave the forms to Jill – she will share at next staff meetings
 - iii. School staff will promptly submit before October meeting
- i. PAC received feedback from parent re: menu options for Vegan
 - i. Unable to participate due to restrictions and asked for our consideration
 - ii. We will strive to provide more vegan, gluten-free and vegetarian options in the future
 - iii. This information has been passed on to Grade 6 Fundraising as well
- j. Grade 6
 - i. Last week was a meeting for fundraising
 - ii. Every year there is a trip to Big White that they are fundraising (78 kids for \$350.00 per student – hoping to bring it down to about \$70/student)
 - iii. Last year had many small fundraisers, but are trying to narrow it down to fewer and larger fundraising endeavours and to loop in PAC on their plans to keep parents from getting inundated by requests to participate in fundraising events
- k. Financial Accounts
 - i. PAC is busy setting up with new staff and accounts
- l. Upcoming Dates
 - i. Pizza Night – Sept 20
 - ii. Holiday Movie – Dec 20?
 1. Question about using this as a fundraising event
 2. Cannot charge for movies due to copyright
 3. Suggestion was made to charge for concession and/or make a separate movie night
 4. Jar Bazaar or Toy Swap – jars filled with donated items and are sold between \$1-5
 - a. Can be encouraged to bring more than one for families cannot donate
 - b. Can encourage more parent involvement and create more PAC presence
 - iii. Family dance – TBD (usually held on a Friday night on week of Family Day) – Feb 20 - Thursday
 - iv. Spring Fair – TBD



- v. Teacher Appreciation Luncheon – TBD
- m. Other events and fundraisers were suggested by attendees:
 - i. Jar Bazaar – jars filled with donated items and are sold between \$1-5
 - 1. Can be encouraged to bring more than one for families cannot donate
 - 2. Can encourage more parent involvement and create more PAC presence
 - ii. Toy Swap – similar to above

6. Vice President's Report by Christa Jenn

- a. Welcome Back coffee
- b. Been around the school and greeting parents to answer questions and directing them to answers
- c. 2 kids here in grade 1 and 5

7. Treasurer's Report by Shawna Shoronick

- a. Still getting to know the systems and procedures
- b. July – reconciled / picked up Aug reconciliation
- c. Received a bill from SportFactor that is unknown for track
 - i. PAC provides 750 first half and 750 second half of the year for sports equipment or playground equipment
 - ii. This bill was from a purchase of a teacher from this amount
- d. Gaming Account – there is an amount owing and needs that amount from the staff
- e. Extra money in the Grade 6 account from last year – what happens to remaining amount?
 - i. This will be held over for the next year
 - ii. Jared assumes that the pizza profits are put in and cheques are written to the school
 - iii. Every month it should be balanced out and transferred out
 - iv. This should be a Grade 6 treasurer account
- f. Suggestion was made to book a separate meeting with Exec PAC to establish revised Account protocols

8. Fun Lunch Report by Jamie Zecchel

- a. Hiccup with payment system
 - i. Now we have Bambora and Paypal
 - ii. Bambora is experiencing glitches (can talk about keeping this account at the additional Accounts meeting) so are using Paypal as a back up
 - iii. Question was asked to see if a notice can be added to the website – Jamie will send out an email (it should be fixed soon)
 - iv. It seems to be centralized to our portal
- b. Starts Oct 23 to Dec 4 – length of time dependent on volunteers
- c. Question was asked about whether or not there were Vegan / Vegetarian and Gluten-free lunches – We have some gluten-free, but the experience to try vegan last year resulted in many students disliking the option and calling home
- d. We can add a note in the September newsletter to encourage volunteers



- e. Sign-Up Genius will be set up
- f. Megan and Christa are offering assistance

9. Special Events Coordinator's Report by Megan Coakley

- a. Pizza night – rain is forecasted so we are anticipating the use of the MPR, same as last year
 - i. There will be a cake draw – so participants are asked to bring cakes to be raffled
- b. Kiss and Drop – Volunteers asked to volunteer even once a year to direct traffic
 - i. We will add volunteer sign-up on the PAC board
 - ii. Always on the newsletter

10. Fundraiser Coordinator's Report by Tana Hammett

- a. Question – can Exec member use their own business as a potential fundraiser or not due to conflict of interest?
 - i. Jared – yes and no
 - ii. A company that offers a service that could be a fundraiser for the school as a fundraiser package and then offer more as a personal / separate package as a profit for the business
 - iii. This can be presented to COPAC and superintendent
- b. Ideas
 - i. Bag lady – reusable bags
 - 1. had a table set up at the front of the school for a week as a fundraiser last year for Grade 4
 - 2. She gives 20%
 - ii. Big Brothers and Sisters
 - 1. Will park a trailer at the school to be filled with clothes, stuffies, blankets, small appliances, etc. and will donate \$500 for full trailer and \$250 for half a trailer
 - iii. Another suggestion from a parent: Santa Sale
 - 1. Parents bring items garage-sale style
 - 2. Every item is \$1
 - 3. Students come in with pre-determined list of people to buy for
 - 4. At the end, Big Brothers and Sisters picked up the extras
 - 5. Teachers involved to help bring students to shop and wrap gifts – no parents
 - 6. Students brought wrapping paper
 - 7. Encourages autonomy
- c. Tana asked about process in setting up fundraising
 - i. Jennifer suggested a list of possible fundraisers

11. The next meeting is scheduled for October 15

12. Request was submitted to the NGE staff to add to the NGE newsletter to like us on Facebook