



## MEETING MINUTES – February 7<sup>th</sup>, 2018

**Meeting called to order at 7:01pm.**

**In attendance: See sign-in sheet (attached)**

**Welcome** – Corinna Bork

**Introductions** – PAC Executive, Spencer Kelly, Glenda Robertson

**Approval and adoption of November minutes** - Motion to Approve: Ruth and Shelley (passed).

**Action Items** - The plan moving forward is to follow up formally on action items from prior meetings.

**Treasurer's Report** - Reviewed monthly budget update, monthly cash flow, fundraising tracking (Jingle Mingle, Fun Lunch), Cash on hand in chequing, gaming and term deposit accounts. Questions invited via email to Corinna or Ruth.

### **Principal's Report**

- Upcoming Events (TOPA tests, Outdoor school, JumpRope for heart. Do Good Committee - bake sale next week. Info coming home
- Feb 27 - 2nd mandatory lock down drill (internal threat) - email going home to parents.
- Feb 28 - Pink shirt day. Some intermediate classes going to Grand Blvd to do a flash mob with other schools.
- Ski program- starts end of month. Parents and volunteers should already have emails with info if signed up.
- Student-teacher conferences - will have online signup again. Spencer would appreciate feedback on the process and the 3 conference approaches. Contact him personally, by email or call.
- School Fees - reminder to please pay if you haven't yet. Help available if this is a burden.
- Performance tomorrow (Feb 8th) from Access Theatre for the students.
- Staff feedback on Jingle Mingle was positive.
- March 2nd - Screening of Movie called Angst is coming up
- Volleyball question - what happened to the program (Shelley) - There wasn't enough space openings to accommodate the schedule. There will be grade 6 and 7 intramurals (Spencer). Triple Ball being explored as a future option (Glenda)

## Committee Updates

### a) Parent Night (Lisa & Sukhpal)

- Date: May 25<sup>th</sup>, major fundraiser and community building event that alternates with Pub Night
- This year's theme: Backyard Shenanigans.
- Need volunteers to help with food, auction, rentals, decorations, etc. Email to be sent via class reps
- Fundraising goal is to help enhance outdoor play areas (upcoming repair of spider web structure, equipment for older kids)

### b) Family of Schools (Catherine)

- Includes Sutherland and feeder schools (Brooksbank, Eastview, Ridgeway, Queensbury)
- Goal is to get the schools connected with each other and with Sutherland.
- Committee has been meeting for two years and organized a couple of events (Gala, Halloween event)
- Upcoming events: Screenagers (Feb 13th at Sutherland) and Emergency Preparedness Workshop in May with Bernadette Voight

### c) Reading Awareness Week (Catherine)

- Replaces Scholastic Fair and was done last year for the first time and included Second-hand book fair, school assembly.
- 2018 dates: April 18-25
- Usborne Books will be sold (at teacher request). Committee of teachers and Catherine are organizing, additional volunteers welcome.
- Ideas for this year: Author visit, "Dress Up as a book character" and/or PJ Day.

### d) North Vancouver School District PAC (DPAC) (Theresa)

- Feedback on draft calendar is underway.
- Looking for parent info on funding priorities - April 3rd at Mountainview.
- There is funding available to screen Screenagers if Brooksbank is interested.
- Most recent meeting was included presentation on how to engage new parents was given to become active in the PAC.

## New Business

### a) 2018 Fundraising Calendar

- Stay Safe Program - Red Cross course coming on May 7 (ProD Day) for kids 9+
- Card Program - Teachers are working on getting the art ready for the end of March. Sales will be in April.
- School Supplies – Leanne volunteered to take on coordinating this year
- Coffee Sale - Two companies being considered. Looking to try it in June and maybe again in October. **Action item:** Lisa will implement and look into placing the sales in the Munch-a-Lunch system.
- Cash for Clothes - Developmental Disabilities Association pays \$2 per big bag of clothes collected by the school. **Action item:** Catherine Stride will get the ball rolling.

### b) Staff Appreciation Lunch

- Date: April 10

- Tanya volunteered to coordinate

**c) Other**

- School Calendar (Eliza) - question about early dismissal on Wednesdays (unique to Brooksbank). Has been advised to consult with PAC on whether or schedule continues to be what majority of Brooksbank parents prefer. **Action item:** Corinna to look into process to gather parent input
- Landscaping (Eliza, Laurina, Jackie, Rose) – Various areas in need of clean-up, eg oil drum and other garbage items need to be removed, no pathway from 13<sup>th</sup> St cul-de-sac entrance into school, bark mulch by swing sets needs raking, blackberry bushes next to teacher parking lot overgrowing. **Action item:** Spencer to review status of work orders and issue new ones if necessary. Please let Spencer or Glenda know if you see areas in need of work.
- T-shirts/Mugs with Brooksbank logo to be sold as fundraising item (Allison) – showed design ideas
- Staffing Crunch (Theresa) – Spencer confirmed that Brooksbank is fully staffed. Current music teacher will stay until the end of the school year, need to hire someone for next year.

**Meeting adjourned at 8:27 pm**



## PAC MEETING SIGN-IN SHEET

February 7<sup>th</sup>, 2018 | 7pm - 8pm | Brooksbank Library

Name	Children in Grade(s)
1. Allison Anderson	k, 3, 6
2. Ruth Bach	3, 6, 8
3. Tanya Henderson	3
4. Allyson Helgason	7 (+ 9 Sutherland)
5. Shelley Beddow	6
6. Pat Link	6, 3
7. Sumpt Dhalwal	k, 1
8. Colleen Foy	K 2
9. Lisa Whittred	1
10. Eliza Burrows	1
11. Dana Barratt	2
12. Leanne Aveling	3, 2
13. Julie Tymchuk	2, 4
14. Wendy Jager	
15. Laurie Reichert	
16. Nicola Belernay	K, 3
17. Jackie Mather	K
18. Loby Seymour	4, 7

19.	Karen Tang	K, 3
20.	Astridne Sinda	6
21.	Michelle Muir	4, 5 + 6
22.	Theresa Durall	2 + 3
23.	Laurina Anderson	2 + 5
24.	Chandra Junk	3 + 5
25.	Michelle Klein	K + 2
26.	MAT HERRMANN	6
27.	Corinna Bork	1 + 4
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