**Brooksbank Elementary School PAC Meeting Minutes – November 5th, 2014**

Commence: 7:05 PM

Attendees: 25

**Chair Update:** Catherine Stride and Terrie Hendrickson

**Principal’s & Vice Principal’s Report:** Spencer Kelly

**Seymour Ski Program:**

The Ski Program has 105 students registered, up from 80 last year. There are 3 busses booked and lessons will take place on Tuesdays in February.

**Colder Weather and Recess:**

A reminder to parents to have children dress for the weather. With temperatures dropping and more rain in the forecast, parents are reminded that children should have warm, water-proof coats, hats, mittens and umbrellas, as they are expected to go outside for recess. School administration decides whether or not to shorten outside play due to heavy rain or snow. A change of clothing kept at your child’s coat hook is a very good idea.

**Staffing:**

Mrs. Denise Voth is now on her maternity leave.

**Lice in the classrooms:**

There has been a recent increase in head lice due to sleepovers, (i.e.-Big House) and kids being in close contact with each other. Vancouver Coastal Health has a link on the Brooksbank website. Parents are asked to monitor their children on a regular basis and report any lice directly to the school office. Notices are sent home via email when there is a reported case. Prevention is the best method. Have children with longer hair tie it back into ponytails, avoid touching heads and parents should check regularly.

**After-school classes:**

The Lego Program is now full. It will be offered again sometime in the new year. Mad Science, Art Mania are underway and the Chillin’ Club (through North Van Rec) will start in a few weeks and goes until mid-December.

**Halloween Event:**

This year’s activities ran smoothly. The Grade 6’s and 7’s had a great time at their dance in the Gym. Thank you to the PAC and to Lisa Kramer and Meighan Sherman for planning.

**Class Audio Systems:**

The speaker systems in the classrooms are working very well for both teachers and students. Kids are hearing the instructions much clearer and there is less strain on teacher’s voices.

**DPAC Report:** Chandra Junck

The DPAC has excess funds and are trying to spend more. They have increased the number of grants this year. Grants are first come, first serve and there is a maximum of 2 per school per year. These grants are available now, and schools are encouraged to use the grant they are awarded. Many schools apply for, but don’t use the grant.

School Safety grants are the least applied for. They can be used towards earthquake preparedness kits as well as crossing guards. Apply at treasurer@nvpac.org

If a school receives a grant, credit should be given to NVPAC.

NV School District Presentation:

Communication Student Learning Handbook K-12: Handbook for Assessment, Evaluation and Reporting. Parents and staff may view it online. It is a two year process and will be presented to parents soon.

The presentation looked at how students are currently assessed, evaluated and graded. It needs a more clear and concise system of grading students. Grades and assessment should not be steeped in mystery, as it leads to more stress for the students.

**Halloween Event:** Meighan Sherman

The PAC sponsored afternoon events this year, headed up by Meighan Sherman and Lisa Kramer. Children in Divisions 6, 7, 8 & 9 were divided into groups and went through various stations, from Halloween cards, and crafts to a monster slime experiment (as a STEM project).

Grade 5’s were given the task of handing out glow stick bracelets to children in each division as a treat from the PAC.

The Grade 6’s and 7’s had a dance in the gym from 2-3 PM.

A team of volunteers helped to decorate the gymnasium in the morning for the Halloween Costume Parade and for the Grade 6 & 7 afternoon dance. A big thanks to all who came out to lend a hand.

**Purdy’s Holiday Order:** Sarah Gorham

We are offering a Holiday Fundraiser this year. Brochures will go home with students by Friday, the 7th of November. It is a very quick turnaround. Parents will have a week in which to order. Delivery will be on the 8th of December. We require $700 in orders to receive a 25% commission. Please ensure that family name is on each additional order provided to make for ease of distribution.

**Jingle Mingle:** Catherine Stride

Our annual Holiday Fair is earlier this year, falling on Thursday, December 4th. Needed to make this another fabulous success:

* Volunteers. Classes will be assigned a particular task on the evening. A sign-up sheet with time slots will be available.
* Donations: Jingle Shop items (think Dads, Moms, kids, babies etc., clean and gently used) and donations of gift wrap, bags, tape and ribbon, and gift tags.
* Crafts: 3 or 4 crafts will be planned for the evening.
* Bake Sale: parents are invited to bake something (nut free) for the bake sale
* Games
* Cake Walk, parents asked to bring in a cake (or small tray of cupcakes) for this fun game!
* Grade 7’s Card Sale
* Raffle Baskets: This year will offer 1 basket per 2 divisions for a total of 8 amazing raffle baskets.

Activity tickets will be $1 each.

Parent reps are asked to encourage donations.

**PAC Elections:** Pat Link and Terrie Hendrickson

Constitution and its amendments read and explained by Terrie. Last year, the Members at Large were part of what was known as the Steering Committee, and the Executive (comprised of the Chair, Vice Chair, Secretary and Treasurer, was separate). The language has changed slightly to include the Members at Large as part of the Executive.

Bylaws accepted by the Majority by show of hands.

Nominations put forward. Motion passed by show of hands.

The 2014/2015 Brooksbank Elementary School PAC is as follows:

**Chair:** Catherine Stride

**Vice Chair**: Pat Link

**Secretary:** Meighan Sherman

**Treasurer:** Lisa Yahav

**DPAC Rep:** Alison Anderson

**School Planning Council:** Chandra Junck, Tracey White, Pat Link

**Members at Large:**

Christine Steunenberg, Shelley Beddow, Chandra Junck, Sarah Gorham, Michelle Mullie, Laura O’Reilly, Jody Stover, Kara Anzer, Terrie Hendrickson and Ruth Bach.

**Round Table:**

Vicky Milner’s “Do Good” Committee is in need of parent volunteers to coach small groups of children on their Do Good initiatives. They work to create awareness and raise funds for various causes. Special events are put on throughout the year by different groups, such as pyjama days, bake sales etc. An email will be sent via class reps to encourage volunteers. The Do Good Committee meet during lunch breaks.

Christine Steunenberg: Brooksbank t-shirts were delivered today and will be distributed to those who ordered. Christmas Card Project orders are due December 14th. Orders are placed online.

Kara Anzer: Fun Lunch

276 orders placed for the Fall session with over $2700 in profits. (Nearly $10,000 in sales).

Volunteers are needed to fill 2 crews of 8. Alison Anderson and Ruth Bach are the Volunteer Coordinators; contact them if you are able to help.

Allyson Helgason: Fundscrip. Allyson suggested a program, which was/is in the planning stages by the PAC. It has currently been tabled until a suitable time to start a campaign.

A warm thank you to Lisa Stirling for her many years of hard work and dedication as PAC Treasurer. Lisa, you have been a wonderful part of the PAC and you will be missed.