**Brooksbank Elementary School PAC Meeting Minutes – May 6, 2015**

**Commence:** 7:03 PM

**Attendees:** 26

**Regrets:** Spencer Kelly

**Chair Welcome and update:** Catherine Stride

The Staff Appreciation Lunch on Thursday, April 16 was a success. The PAC wishes to thank the many volunteers who gave their time to help on the playgrounds, during set-up and clean-up as well as the many people that baked and prepared dishes.

The Plant Sale is now over, plants were collected last weekend, and the selection and quality was great.

School Directory forms will go out to families soon to update current contact information. Forms will also be given at the Kindergarten Orientation later in the month. As with this year, we will also be offering a PDF version of the directory in addition to the printed copy. Not enough copies were printed last year, nor were some delivered to their intended classrooms, so we are working on a better form of distribution.

School Supplies will once again be ordered through EduPac. Class lists of supplies will be submitted this month and order forms should be heading home later in the month, for a June delivery.

The Brooksbank Parents Night Out is scheduled for Friday, May 22 at Seymour’s Pub. Tickets are on sale now, before and after school for $25/each, $15.00 of which can be used towards food or beverage. There will be raffles, door prizes, games and a few items up for auction. Donations are very much welcome and appreciated, though we are not actively seeking donations this year.

**Parent Workshop:** Pat Link

Marc Landry completed his final of three Wednesday evening workshops, to great success. There has been some very positive feedback from the 25 or so parents who attended. Marc is attempting to make this a regular event at North Van Schools, so any feedback would be most welcome. Please email Vice Chair Pat Link at bbpacvicechair@gmail.com. Posters delivered to other schools in the Sutherland catchment as well as advertising in North Shore News Community pages were two suggestions for next time.

**Treasurer’s Report:** Lisa Yahav

In the regular account we have $25, 115.00, approximately $5000 of which needs to come out for recent expenses, including teacher’s expenses and fun lunch. In gaming, we have $500 to use by the end of June. Lisa is getting set to apply for next year’s Gaming Grant. We also have the term deposit of $10,000 which does not get accessed.

In recent years, PAC funds have gone to specific fundraising efforts, such as iPads and carts, software etc. This year, we did not have a specific intended goal. Each year, PAC funds work to help staff with their wish lists, and each class gets approximately $250.00 of spending money. Much of this funding is raised by the Jingle Mingle and Fun Lunch combined.

**DPAC Report:** Alison Anderson

There is no report this month. Alison is preparing a detailed report for our June meeting.

**Principal’s Report:** Arlene Martin

The proposed budget for 2015/2016 is as follows:

* Teacher Funds: $4,400
* Library: $1000
* Cultural Events/Performances: $2000
* Intermediate Reading Enhancement: $1000
* Primary Reading Enhancement: $300
* Science (16 microscopes): $4000
* PE Supplies: $500
* Visual Arts Supplies: $1600
* Field Trip Subsidies: $500
* Choosing Area (B): $300
* Outdoor Play (i.e.- chalk & bubbles): $0
* Compassion Project Resources: $0
* Environmental projects: $0 (additional funding available for this)
* Self-regulation and resilience resources: $1500
* Technology: $0
* Kindergarten toy replacement: $600
* Music Instrument replacement and repair: $1000

**Total Budget:**  $18,700

Last year’s budget was an estimated $25,000

Student registration for September is at 405 students. The day care lease has been renewed for another year for before/after school care. The larger student population affects placement and teacher assignments.

The District suggests grade placements each year, for example, they may suggest it is better for 2 6/7 split classes as opposed to a 6 class and a 7 class.

The District also only allows for a maximum of 22 students per kindergarten class and 24 students for classes in grades 1-3.

Class placement forms are now available in the office, but it is suggested that parents only pick up a form if there are more serious concerns. Classes are created with the following in mind, listed by priority:

* School organization (i.e.- how many of each grade or split/grades are needed)
* Staff placement
* Student placement

Student placement is decided with teacher feedback balanced with parent input. This is a huge undertaking every year, and a huge investment in time. Every factor from every perspective is taken into account when deciding where each child will be placed, so parents are encouraged to decide very carefully about their priority for their own child’s placement (i.e.-academic needs vs. social needs)

There are **no** requests for teachers.

The Brooksbank Calendar must be published by the end of May, and must include professional days, holidays, and early dismissal days.

Outdoor school dates have yet to be added and they are as follows:

**Grade 3:** May 18-20, 2016

**Grade 6:** November 30-December 4, 2015

**Grade 4:** Big House: October 28/29 & October 29/30 (both groups for one night only)

The school bell schedule will stay the same.

**School Plan:** The contract and framework are set to change and will be determined by a team comprised of teachers, administration, CUPE etc.

**Garbage:** New, portable garbage bins have been implemented in the hallways, to sort organic waste, recyclables and garbage. Other forms of waste collection will be needed for classrooms in the event of a lockdown. (privacy screens, portable bins)

**Family Appreciation Event:** This event put on by the staff every year is in the form of an “Ice Cream Social”. This year’s event will take place on Thursday, June 4th from 6:30-8 PM. There will be entertainment and staff announcements. Expect invitations to come home with children in the next week or so.

**Collaboration Art Project:** The Sutherland feeder schools (Brooksbank, Ridgeway, Queensbury, Eastview) will all be taking part in an artist-led collaboration project in an effort to bridge the schools and help the children foster friendships with other students in their community prior to starting Secondary School at Sutherland.

Oregon artist Daniel Dancer has been commissioned to complete the project over a 5-day period. Children from the surrounding schools will meet at Brooksbank (the host school) where each child will represent a colourful “dot” in a large “mural” filmed on the District playing field. A Grade 12 Sutherland graduate has been hired to film the event from atop a fire truck, arranged by Lisa Stirling, grade 7 parent.

The children will sing a song called “Wings to Fly”.

Special guests, including City of North Vancouver Mayor Mussatto, will be present for part of the ceremony, as will representatives from the North Shore News and local TV News stations.

An art grant for $3000 has been provided, along with a $500 First Nations grant.

Donations of red clothing or cloth would be greatly appreciated to create a “background” for children to stand on.

Artists for Kids has generously donated 2 pieces of artwork as a gift for the artist.

**Round Table**

Track and Field: questions about qualification schedules. Spencer Kelly will update the website and send a parent email.

**Adjourn:** 8:01 PM