



Date: October 16, 2019
Time: 7:00PM to 8:45PM

PAC Meeting Minutes

Date: Wednesday October 16, 2019
Location: Inman Library
Meeting Chair: Phong T.
Recorder: Helen L.

Attendance: Phong T.–VP/Acting President, Loerella W.-Treasurer, Jay F.-Secretary, Helen L.-Secretary, Tina Q.-Member-at-Large, Jassy J.-Member-at-Large, Mr. Chow –Inman Principal, Mrs. Giacomazza –Head Teacher, Parent Members: Brandi R., Mansur A., Poonam S., Shyam S., Claire I., Maria I., Peter F., Melody F., Sharon L.

1. Call to order 7:01 PM

Round Table Introductions

- a) President: vacant
- b) Vice-President: Phong T.
- c) Treasurer: Loerella W.
- d) Secretaries:
 - Helen L.
 - Jay F.
- e) CFP Rep: vacant
- f) DPAC Rep: vacant
- g) Members-at-Large:
 - Jassy J.
 - Tina Q.
- h) Inman Principal: Kelly Chow
- i) Head Teacher: Francine Giacomazza
- j) Non-executive parents in attendance

2. Approval of Agenda

3. Approval of June 11, 2019 AGM minutes

Tabled for next AGM.

4. Burnaby Parks Recreation & Cultural Services Representative (Louise Rusch)

- What after-school programs would parents like to see for Winter & Spring?
- Bonsor boo is coming up on Friday Oct 25th 6-8:30pm. Limited to 950 people at a time on the lower floor due to fire regulations so there may be more waiting.
- Winter after-school activities: Bonsor program guide is shared with parents. On pg 10 there's a list of programs. Registration starts on Jan 3.
- Bonsor has an Arts Guide available similar to Shadbolt.
- Low cost/no cost programs & guides are shared.
- Basketball & indoor soccer still have lots of room. Sandwiches & snacks will cancel if not more children are enrolled. Usually need at least 10 students enrolled for program to run.
- Are there any arts programs people really interested in seeing in the new season? Any specific programs?
 - Possibly include 5 year olds to include Kindergarten children.



Inman Elementary School Parents' Advisory Council
3963 Brandon Street
Burnaby, BC V5G 2P6
E-mail: inmanpac@gmail.com

- Parents can always call and inquire if child doesn't fall within the age group.
- Arts programs highlighted include making stories, drama.
- Sports programs highlighted include indoor soccer & basketball, all sports, physical literacy, volleyball for older kids.
- Parents recommend breaking up the sports programs based on age group (i.e. younger kids with younger kids)
- General Programs highlighted include Lego, Science are more popular Social Programs; muffins, cakepops, meals from around the world or global snacks & crafts

5. Principal's Report

- School Opening
 - Went smoothly; rotations gave new staff opportunities to get to know many students and vice versa
 - Students and staff enjoyed the Tennis sessions
- Staffing—please welcome many new teaching staff: (Mme Reynolds, Ms. Chung, Ms. Bauer, Mrs. Low, Ms. B. Wong)
- School goals—Writing specifically looking sentence fluency and word choice and Social Emotional Learning and self-regulation
- Teachers will continue make communicate student learning making it more visible through a variety of ways: Fresh Grade, eportfolios, blogs, take home journals, etc.
- Report Card alternate templates
 - Communicates student learning in a way that is meaningful
- Last Pro D Day, our focus was on Reporting and Assessment; Social Thinking
- Christmas Primary concert Dec. 17th , 6:30
- Band concert for family of schools, Dec. 16th 6:30

- Upcoming events:
 - Great Shake Out Drill—Oct. 17, 10:15 am. Students and staff will practice Duck, Cover and evacuate the building. Earthquake practice
 - Pro D Oct. 25 (Provincial Day)

- There is an opportunity for an additional friendship bench from a private donor. PAC member Claire I. has volunteered to apply a small neighbourhood grant (\$500) that can go towards the friendship bench.

Head Teacher's Report

- HUB Cycling is coming to Inman for 5 sessions to teach grade 5-7 how to ride bike for free. It fits with the school's climate initiative. Bikes are provided by HUFF if unavailable at home. Bikes from home will be chained along the fence on the day of the session. Kelly will look into the bike locks.
- Additional climate initiatives include students teach other children (i.e. recycling monitors).
- Scholastics Book Fair – event needs lots of parent volunteers for 4 days/nights. Please contact Francine if parents are interested in volunteering.

6. Financial Statements

Review 2018-19 final financial statements

At the end of last year, there's some unknown expenses & profits from School Cash Online roughly \$500 unknown expenses which went towards the school. Motion to write off the \$500 unreconciled difference and start this school year with a clean slate.

Moved: Claire

Seconded: Jay



7. 2019-20 budget

- a) Review preliminary 2019-20 budget
 - Kelly recommends PAC funds go towards levelled reader book materials. There is a multi-year levelled readers plan proposed. \$30,000 over 3 years with the intension of raising \$10,000 per year. Plan is to organize Jog-a-thon as Levelled Readers specific fundraising event.
- b) Decisions:
 - Spend carry forward from prior year for levelled readers?
 - How much to leave in general fund as cushion (rainy day fund)?

Motion to approve the budget as amended (i.e., to budget \$7,000 from the general fund for levelled readers to leave a budgeted ~\$1,800 balance in the general fund at the end of the fiscal year.

Moved: Claire Seconded: Jay

8. Volunteers for vacant executive positions

- a) President: Peter F.
- b) CPF Rep: Mansur A.
- c) DPAC Rep: Claire I.

9. Financial Support Activities During the Academic Year– Parent Volunteers Needed

- a) Volunteer for the day of Santa's breakfast – Jassy J. to help coordinate on day of.
- b) Hot lunch program – January through June 2020 – still recruiting
- c) Purdy's chocolates – Loerella W. + Brandi R.

10. Volunteer for the Facebook page

Tabled for next meeting.

11. Canadian Parents for French (CPF)

Tabled for next meeting.

12. DPAC <http://www.burnabydpac.com/>

Tabled for next meeting.

13. Adjournment – Next Meeting Dates:

- a) Wednesday, November 20, 2019
- b) Wednesday, February 19, 2020
- c) Wednesday, April 15, 2020
- d) Wednesday, June 17, 2020 (annual general meeting)