



Inman Elementary School Parents' Advisory Council  
3963 Brandon Street  
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Date: November 20, 2019  
Time: 7:00PM to 9:00PM

## PAC Meeting Minutes

Date: Wednesday, November 20, 2019  
Location: Inman Library  
Meeting Chair: Peter F.  
Recorder: Phong T.

Attendance: Peter F., president; Phong T., vice president; Loerella W., treasurer; Claire I., DPAC rep; Tina Q., member-at-large; Mr. Chow, Inman principal; Mrs. Giacomazza, head teacher; parent members: Maria I.; Victoria

### **1. Call to order 7:00 PM**

#### Round Table Introductions

- a. President: Peter F.
- b. Vice-President: Phong T.
- c. Treasurer: Loerella W.
- d. Secretary: absent
- e. CPF Rep: absent
- f. DPAC Rep: Claire I.
- g. Members-at-Large:
  - i. Tina Q.
- h. Inman Principal: Kelly Chow
- i. Head Teacher: Francine Giacomazza
- j. Non-executive parents in attendance

### **2. Approval of Agenda**

Moved: Claire I.      Seconded: Tina Q.

### **3. Approval of October 16, 2019 PAC minutes**

Moved: Claire I.      Seconded: Tina Q.

### **4. Principal's Report**

- Friday, November 22, 2019 is school-based pro-D day:
  - Focus as staff on indigenous education;
  - Going to Central Park to get some outdoor education (e.g., the plants in the area around where we live; and
  - Province has made it very clear that teachers must do a pro-D day around indigenous education.
- The school has an environmental staff committee:
  - We start by looking within—what we are doing as a staff, what we are doing as a school:
    - Things like zero waste. Going green. It's hard. E.g., breakfast program.
  - We are presenting at the next assembly (the week ending November 29):
    - Asking the kids what they know about recycling.
    - Game show type of thing.



- Ms. Sutton has challenged the classes to do a zero-waste week. Things like bottles that can be refilled.
- Another annual event is Angel Project:
  - From December 2 to 13.
  - A Christmas tree is set up and there are tags with ages and gender. Teachers can grab a tag and go out and buy a gift and return it to the school. Take to the Christmas bureau. Teachers, parents, or anyone can grab a tag.
- Intermediate movie night:
  - Grades 4 to 7
  - Monday, December 9, 2019 from 5:30-7:30
  - Pizza
  - Drop your kid off and go Christmas shopping.
  - Proceeds go to grades 6/7 camp.
- Me to We:
  - Organization that empowers youth across Canada and around the world. Helps youth support other youth.
  - Inman sent some kids. There were guest speakers, activists, and local celebrities.
  - Discussed the power of giving, the power of being mindful.
  - Topics: mental health, bullying, Doctors without Borders.
  - Mr. Chow will talk to Ms. Iverson in regard to students sharing it at an assembly.
- Band Monday, December 16, 2019 at 6:30. Grade 7 students in band. Inviting grade 7 bands from other local schools. Book fair that week.
- Tuesday, December 17, 2019: primary and intermediate choir at 6:30 p.m. at our gym. Book fair that week.
- Wednesday, December 18, 2019: after-school movie. No charge. Come and watch a movie. Book fair that week.
- Report cards go home on Friday, December 20, the last day of school.
- School reopens January 6.

### **Head Teacher's Report**

- Book Fair has need for volunteers especially one big volunteer role—the financial role (taking debit card transactions). Need one for English and one for French. Link from website to [signup.com](http://signup.com).
- In regard to green initiative, there will be recycling monitors that will help kids figure out what goes where.
- Toys at school:
  - What are the policies and procedures regarding toys?
  - First, there was a survey of the teachers. Is there a rule around toys?
  - Arguments against:
    - Beyblades are sometimes being used as projectiles;
    - Stealing of Pokemon cards
  - Arguments for:



- Building friendships.
- Many staff don't want toys at school:
  - It becomes problematic because it's so grey. If you allow one thing, then why don't you allow something else?
  - If friendship is the issue, then let's do other things like skipping or double Dutch jump rope.
- Decision will be made by when the newsletter goes out.

#### 5. 2019-20 budget

- a. See "Changes made to budget since last meeting":
  - i. Staff appreciation:
    1. Mr. Chow to provide wish list for \$300 big gift included in budget for staff appreciation;
    2. The reason why we added a budget of \$150 for the staff luncheon is for mains because we didn't get that many last year;

#### 6. Financial Statements

- In the attached 2019-2020 Inman PAC Budget Update, you can see a substantial difference between different hot lunch vendors. The difference is not due the amount of hot lunches ordered but due to the amount of profit per order;
- The school district is moving PACs away from using School Cash Online for hot lunch programs:
  - One reason is because the cost of School Cash Online is charged to the school.
  - There was a survey and most schools are using Munch a Lunch:
    - Munch a Lunch is administratively easier to use for our volunteer hot lunch coordinators.
- Movie night: Only 50 people turned out. Maybe it was because it was an older movie.
- Summary: We are forecasting ending cash of \$377 instead of the budgeted \$752:
  - This is mostly due to Purdy's being less than budget;
  - As a result, we will spend on levelled readers in increments rather than all at once in order to have flexibility if future fundraising is also below budget.

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

- a. Purdy's chocolates – We're fine in regards to number of volunteers. The reason why we're coming in under budget was because budget was based on prior year, which was skewed by one large purchase.
- b. Volunteer for the day of Santa's breakfast – 80% of volunteers filled.
- c. Scholastic Book Fair – Need volunteers. One idea was to have an iPad at Santa's breakfast or the breakfast club for people to sign up.
- d. Hot lunch program – January through June 2020:
  - i. Lindsey volunteered to be a hot lunch coordinator.



1. To ask Lindsey if she has a preference to do each hot lunch one at a time or all at once for the entire term.
  - ii. Need to coordinate timing to not conflict with grade 7 teachers' fundraising program. Those dates are set.
  - iii. Motion for PAC to absorb Munch a Lunch's annual fee (prorated this year) and increase the hot lunch prices to absorb the transactional fees.  
Moved: Claire I. Seconded: Peter F.
  - iv. Loerella to add ~\$200 cost for the Munch a Lunch program.
- e. Movie nights – License is ending. Motion not to renew license.  
Moved: Peter F. Seconded: Phong T.
  - f. Sports Day coordinator – did not discuss due to time
  - g. Jog-A-Thon – did not discuss due to time
  - h. Teacher's Appreciation Luncheon – To check Teacher's Appreciation Luncheon date.
  - i. Future Fundraising options:
    - i. Neufeld Farm – Specialty meats at Costco prices
    - ii. Gift Card Fundraiser – A lot of coordination for very little return
    - iii. Last year's survey – things that parents wanted:
      1. Hot lunch program
      2. Direct donations rather than fundraisers
        - a. Mr. Chow mentioned that the best time to ask for donations is January because it's tax time.
    - iv. Clair I. to ask DPAC about how they do their surveys.

#### 8. Volunteer for the Facebook page

- Helen L. needs help with the Facebook page.
- Maria I. to reach out to Helen L. to ask how much is the time commitment.

#### 9. Canadian Parents for French (CPF)

- Film festival February 7, 2020:
  - CPF funds 50%
  - CPF doesn't always choose the best movie.
  - Inman does it every year:
    - School pays up front.
    - And invoices CPF for their half.
- Ice skating December 14 for CPF members
- French lessons for parents in January 2020

#### 10. DPAC <http://www.burnabydpac.com/>

- There was a presentation on mental health:
  - 1 out of 5 have mental illness.
- Survey in various languages asking for a list of issues that affect students.
- BC Confederation of PACs Summit:
  - New funding model still being worked on.
  - PEN system is being updated:
    - PEN will be given at birth
  - Vaping legislation
  - Focus on teacher recruitment—French Immersion
  - Fees increasing from \$75 to \$150 per year because they're in the red.

#### 11. Adjournment – Next Meeting Dates:



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- a. Wednesday, February 19, 2020
- b. Wednesday, April 15, 2020
- c. Wednesday, June 17, 2020 (annual general meeting)