

PARENT ADVISORY COUNCIL
Sir James Douglas Elementary School
7550 Victoria Drive, Vancouver BC V5P 3Z7
Main School: 604713-4817 Annex: 604-713-4885
douglas.aucontraire.net

May 16, 2005 Meeting – MINUTES

Parents & Staff in Attendance: Simon Szeto, Astrid Visscher, Ita Leiva, Dayle Giesbrecht, Sue Watkins, Carolyn Morgan-Chan, Becky Winkelmann, Kami Haraga, Anna Mota, Siu Louie, Sam Louie, Hong Ngo, Clara Hesson, Sylvia Jackson, Joyce Spencer, Pam Biela, Barbara Claridge, Marie-Helene Humphries, Tracy Shudo, Mrs. Garner

1. **Welcome & Introductions**

- Simon Szeto welcomed everyone to the PAC meeting & introduced the PAC

2. **Review of Tonight's Agenda**

- Accepted with no changes; motion by Dayle, seconded by Sue

3. **Review of April Minutes**

- Clarification for the amount listed in the fundraising breakdown in the Treasurer's Report for the bake sale at the Annex – Sue clarified the actual sales is part of the bake sale & snack shack total combined.
- Minutes accepted; motion by Astrid, seconded by Dayle

4. **Kids Futures (presentation)**

- Consumer Rewards Program – a fundraising tool for schools and a way for parents to save money for their children's education
- Common household items are purchased (such as Tide) with part of the money going towards an education fund families sign up for:
 - Parents send the bar codes (or UPC codes) of items purchased in for processing (4 times per year) – this will eventually become a "swipe card" system.
 - A percentage of the money spent is then deposited in a TD Bank account – when the amount reaches \$100, the parent can transfer it to a financial institution of their choice and put it in a RESP, GIC etc.
- For each adult that signs up, the school receives \$5.00
- Of all the money that is spent annually, the school receives 5% back
- No personal information is given out to suppliers
- Information packages will be available for those interested – contact information to come

5. **Chairperson's Report**

- **Hot Lunch Program** – survey sent out to parents with responses due back May 20th; cost is \$60 per month and 250 students need to be signed up for the program to begin. Still waiting to hear about the possibility of lower monthly fees and lower sign-up numbers for the first year.
 - Question raised about the monthly charge being pro-rated for holidays during that month (i.e. Christmas)? What if your child is sick and misses a day – do you get money back? The month is pro-rated for holidays but there would be no refunds for students being away.
- **Ministry of Education Grant** - \$20 per student (one time grant) – no restrictions on how it is spent nor is there a timeline; waiting for confirmation that the exact number of students were used in the calculation of the grant
- **Teachers WISH List** – PAC met last week and had a good discussion on how to utilize the funds; some questions for the Main School and the Annex had some revisions; issue will be brought forward to the next meeting
- **Budget** – How does the PAC decides allocation of funds? A combination of small items (i.e. freezies for Sports Day) and large items (i.e. presentations, pumpkins, playground benches)
 - Will look at the formula of allocation (35-35-30) and the possibility of a new division but by working together we benefit as many as we can (versus working separately)
 - Discussion open to the floor: How about a separate meeting on the budget? Is the present split fair? Comment made that the present formula has been the most successful over the past several

years and has unified fundraising; Can the Grade 7 parents fundraise more? How about sending the English Grade 7's on a trip as well (like Ottawa)?

- Any proposals on a new system or formula should be presented at the June meeting but if there is to be a change in the allocation of fundraising that is different from 35% to the grade 7 French Immersion trip, 35% to the English grade 7 camp, and 30% to the rest of the school, a notice of motion must be given at this meeting to be voted upon at the next meeting by all members present.
- Tracy Shudo proposed to have a vote whether or not to keep the split as is or to make a change; Seconded by Dayle.
- Decision made to have a secret ballot vote on the motion at the June meeting
- Tracy Shudo mentioned that the PAC Constitution states that a new budget is to be set at the September meeting

Notice of Motion for the June 20th meeting:

Do we keep the current fundraising split (35%, 35%, 30%), Yes or No

At the June 20th meeting we will elect the PAC for the 2005/06 year.

Standing are: Ita Leiva, Dayle Geisbrecht, Catherine O'Brien-Bell, Astrid Visscher, Sue Watkins
Stepping down: Simon Szeto, Darren Shong

Nomination forms will be available in the office at both schools. Nominations will be accepted until Thursday, June 16th, 2005. The nominations can be dropped off at either school, faxed in to either school or emailed directly to Simon Szeto.

6. **Treasurer's Report**

- Catherine is not here tonight; \$13,271.14 fundraising total YTD

7. **Members @ Large Report**

- Fundraising –
 - Flower Baskets - \$844 raised
 - Big Brothers – 209 bags brought in for a total of \$574.75 raised
 - Carnival – 85 volunteers have signed up to help; pre-order ticket forms have been sent home with the students with a reminder of the Carnival going out at a later date; small toys (new) are needed for prizes – if anyone can donate they can be dropped off at either school.

8. **Principal's Report**

- Teddy Bear Tea for new Kindergarten students held last week at the Main school
- Quebec exchange students enjoyed their stay in Vancouver
- Review Team is looking at our School Growth Plan with focus on Numeracy (K-7), Social responsibility (K-7), and Literacy Skills (K-3).
- Focus group for Grade 7 girls in June
- SVNH Homework Club on Mondays for Grades 5 and 6 from 3:15 to 4:45pm in the primary lunchroom – cost is \$5.00 for 6 weeks – students are welcome to join

9. **Vice Principal's Report (Main)**

- District Review – more boys than girls; mostly grades 5, 6, and 7 students
- Sports Day this Friday, May 20th rain or shine

10. **Vice Principal's Report (Annex)**

- Emergency Forms – some inaccurate or incomplete information
- Roots of Empathy completed
- Learning through the Arts almost finished – very successful
- Registration – waiting list for grade 1 and two spaces in Kindergarten; draw will be June 1st
- Attended a play for all French Immersion students – more suited for grades 3-5

11. **Other Business**

- PE Scholarships – follow up by Astrid; no response yet from David Thompson Secondary
- PAC Meetings Schedule: June 20
- Agenda items can be emailed to Simon at: simon_szeto@hotmail.com
- Meeting adjourned