

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

September 19, 2005 Meeting – MINUTES

Parents & Staff in Attendance: Astrid Visscher, Catherine O'Brien-Bell, Simon Szeto, Sue Watkins, Ita Leiva, Dayle Giesbrecht, Lori Fontana, Damon Smith, Alison Muth, Cristina Anderson, Shao Yan Lian, Cindy Wong, Belle Caldwell, Becky Wnklemann, Carolyn Morgan-Chan, Emma Breurkens, Ruth Martens, Sam Louie, Siu Louie, Sylvia Jackson, Chantal Trudeau, Barbara Claridge, Pam Biela

1. **Welcome & Introductions**

- Astrid welcomed everyone to the PAC meeting and introduced the members of the PAC

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

- Addition: review of previous minutes
- Motion to accept by Lori; seconded by Dayle

3. **Review of June Minutes**

- Question raised as to Dayle's status as a Member at Large; Dayle confirmed that she is not the Fundraising Member at Large this year
- Minutes accepted with no changes; motion by Dayle, seconded by Sue

4. **Chairperson's Report**

- PAC meetings are held every 3rd Monday of each month; an important way to get school news and hear guest speakers
- Goal for 2005/06 is to take a good look at fundraising and how we approach it; some division within the school that has to be looked at; new volunteers to take on tasks are needed
- Another goal is to keep everyone informed via the web site; Sue needs a contact at the main school to let her know about upcoming events – Ruth will do this; past minutes are also available on the web site for reference
- Fundraising Committee – Feedback and representation for the Annex and the Main schools – goal is to have 6 people on the Committee (4 from Main, 2 from Annex); anyone interested in helping contact the PAC
- Hot Lunch Program at Main School – as of right now there is no program; someone needs to take this on – Lina Reid was referred to as a possible point person
- Monthly Bake Sale – was it a good way to fundraise? Not many people helped last year. A new format? Get each class involved, grade 7's as well as parents.
- Grade 7 parents will also have a separate meeting with Barbara to see what is needed. Astrid would like to sit in as a PAC representative and see what the plans are for fundraising
- General fundraising meeting to be set up for the beginning of October
- Barbara mentioned that they are waiting to see if there are any grants coming to Douglas (for the Grade 7 trip) – might not be with the YMCA this year
- Question raised re: fundraising and the potential teachers action – should not affect fundraising events as in the past teachers were usually involved in things such as spell-a-thons (not hot dog days which were managed by the PAC and parent volunteers)
- Need a couple of volunteers to put packages together for about an hour (re: Kids Futures fundraiser) – Lori suggested grade 12 volunteers will be able to do this (re: CAP hours). She will contact.

6. **Treasurer's Report**

- As of September 16th, \$15,520 grant to our gaming account came through (this is not related to the 35-30-30 fundraising split); next submission for this grant is April to June 2006
- Last year's fundraising was \$21,917.75 (not including the gaming allocation of \$16,000 plus a \$14,000 one-time grant from the Ministry of Education plus a \$600 grant to the PAC = \$52,500 total)
- Breakdown of fundraising was reviewed – document to be included in the minutes & posted on the web

- Last year – Annex received everything on their WISH list; Main school’s list was longer and was prioritized by the teachers – primary books, field trips, school events – for 2005/06 there will be an allocation of \$13 per student for the teacher’s to decide how to spend with some policies in place – requests will still have to go through the PAC
- Discussion open to the floor – concern raised that some classes would do something (i.e. Rollerblading) while another did not because the teacher didn’t want to participate in that one thing; clarification of budget this year - Main school teachers wanted more control over what events were chosen; Annex still using the WISH list; suggestion made to post financial statement for the 2004/05 year

7. **Principal’s Report**

- Grade 4 & 5 French Immersion students want to do a bake sale to help Hurricane Katrina fundraising – important part of social responsibility but we want to make sure it doesn’t compete with the PAC fundraising
- Possible Canada-thon – dates to come
- Main school – up one division; organization went very smoothly with the most difficult being the Grade 4 & 5 French Immersion classes – this was solved by having two grade 4/5 split classes
- School Planning Council Meeting – direction to focus on literacy and social responsibility for the main school – not math this year as we’ve started a new program but have not received all the material for everyone
- New staff at Douglas – Jennifer Faraone, Robyn Anderson, Ian Judson (filling in for Ms. Treacher), grade 5 vacancy (for Ms. Quennec) posted, Isabelle Somerville still off
- French Immersion Task Force – too great a demand for too few spaces – they will look at dramatically adding to the French Immersion schools; K-7 at the Annex probably won’t happen as it is too small to build on/not enough ground space
- Terry Fox Run – coordinated across the country
- Individual photos last week – comments? Went well but still had the 2 colour background choices
- Family Photo Night – dates to be clarified; Pam will call the photographer and follow-up with Astrid – can this be put on the Grade 7 fundraising agenda?
- Parent Parking Patrol – no parent volunteers; staff helping out but need to get this going

9. **Vice Principal’s Report (Main)**

- Safety Patrol – this year teachers to be involved in choosing students; police to train in the next week
- Busy with books – Math: K-4 came in last year; 5 + 7 not completely in, 6 not in at all; science books in
- Earthquake Committee – met today; change some things in the earthquake drill from last year (eg. 1st aid station location, radios, portable potties, etc); drill will take place in the Fall

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

- Smooth first week; 185 students – up one division from last year; new staff members
- Family grouping last week
- Photos last Friday
- Terry Fox Run will be this coming Friday
- Raised over \$4,000 at the Annex last year
- 3 goals this year – Early Literacy, Math (new materials received), and Social Responsibility (peer helpers)
- Parent Patrol – there will be a parent patrol at the Annex
- International Walking Day on October 5th

11. **Other Business**

- Question raised for Parent Contact Day re: times for working parents – Barbara confirmed that teachers are available to see parents until 7pm to accommodate working parents
- Usborne Books will be at the Main School for Parent Contact Day
- Walkie Talkies for the portables – 4 sets were purchased last year (one set stolen during a break-in in Portable 1)
- Entertainment Books – out in the next few weeks (Susan Questroo organizing)
- Grade 7 Meeting for French Immersion parents – date to be set; Barbara will let Ruth know after discussing with Marie-Claude
- Meeting adjourned

Agenda items can be emailed to Astrid Visscher at: avisscher@shaw.ca

Meeting Schedule	October 17	November 21	December 12
	January 16	February 20	March 20
	April 24	May 15	June 19

** Some dates subject to change – please continue to check your monthly school calendar*