

## APPROVED FOR DISTRIBUTION - JRES PAC Meeting Minutes, May 10, 2016

**IN ATTENDANCE:** Tracy Meldrum (PAC President), Sarah Riley (PAC Treasurer), Theresa Nernberg (PAC Secretary), Don Poelzer (JRES Principal), Krista Halland, Claire Tosoff, (DPAC Rep), David Takahashi, Nancy Pierce (Teacher Rep), Kerrie Fraser, Krista Bourne, Kyla Loland

**6:04 Tracy Meldrum motioned to start the meeting. Claire Tosoff seconded the motion. The meeting started.**

### **1. ADMINSTRATIVE ITEMS**

1. Welcome and Introductions: Tracy Meldrum welcomed and introduced all attendees. Tracy congratulated Krista Halland for her 25 year milestone working for School District #73.
2. Thank-you Notes: The PAC signed thank-you notes for Stephanie Hinzes, Tasha Vedd, and Crystal Baker for donating the proceeds of Peekabo products to the PAC. A thank-you note to the Peterson family, for providing the popcorn maker and supplies (free of charge) for movie nights the last few years, was also signed. In addition, **Tracy Meldrum motioned to purchase a \$50 Canadian Tire gift card to give to the Petersons as a thank-you. David Takahashi seconded the motion. The motion passed.**

### **2. OLD BUSINESS**

1. April minutes adopted: Theresa Nernberg read out a summary of the April minutes. **Tracy Meldrum motioned to accept the minutes with spelling corrections to names. David Takahashi seconded the motion. The motion carried.**

### **3. PLANNING**

1. Executive: The position of PAC secretary is open for next year. Kerrie Fraser is willing to take on the position. Tracy Meldrum asked if any attendees were interested in putting names forward. No one was nominated. **Tracy Meldrum motioned to accept Kerrie Fraser as PAC secretary for the 2016/2017 school year. Claire Tosoff seconded the motion. All attendees voted in favour. The motion passed.** Welcome Kerrie!  
Kerrie Fraser asked if it is acceptable to record PAC meetings to facilitate note taking. Don Poelzer will look into district policies with regard to recording the proceedings.
2. Carnival Committee – Budget: The cost of hosting the Carnival last year was \$1,232. The costs were more than covered by the proceeds from the event. **Tracy Meldrum motioned to set a budget of \$1,500 for next year's Carnival expenses. David Takahashi seconded the motion. The motion passed.**

### **4. STANDING REPORTS**

1. Principal Report: Don Poelzer provided the following information to the attendees:
  - School Learning Plan: The school learning plan is developed in accordance with the BC Learning Plan. The School District identifies a list of goals and the schools pick the goals that they will align with. There are two goals the school will take on;
    - Inquiry Learning
    - Presentation – collaborating, researching, presenting and ultimately celebrating with the community.The school is very well positioned with regard to technology and how to apply it to problem solving. There is a shift from output driven results to focusing on student input and how information is processed and how to give meaningful feedback. Parents and the community will be involved by bringing skills into the classroom. Direct instruction is NOT going away. Basic skills will continue to be taught; however, there will be inquiry projects throughout the year. There will be more emphasis on students' ability to relate to others, find information, etc. High schools are not yet implementing these goals as they are not as far into the process and they must be sure that post-secondary schools are ready to accommodate students.
  - 2016/2017 Staffing: As of the meeting, the staffing allocation for next year is 16 Divisions. One current staff member has been deemed surplus. Sandi Soll has been identified as a surplus teacher. Mrs. Walsh will be returning next year. Mrs. Hoffer will be taking over as the Learning Resources Teacher. If six more students register before the start of next year, the Divisions can be bumped up to 17 again. There will be a posting in

about 2 weeks for a 0.4 teacher for Grades 4 and 5. These are the projected numbers based on enrollment for the next school year. Staffing will be assessed again in September.

- LIF: The LIF is money targeted to vulnerable learners. Based on staff input, the school applied for funding and next year there will be two additional support workers. There are currently four support workers. These support workers will support guided learning. There will also be a 0.2 position (one day a week) as an inquiry guide.
  - Track and Field: The track meet is tomorrow. Activities will be suspended over lunch. Kerrie Fraser asked why there is no track and field for the primaries. The response was that there has never been track meet for primaries.
  - Mellissa Dunn: Mrs. Dunn will continue filling Mrs. Vigne-Lawrence's position until the end of the year.
  - Results of Instructional Rounds: The information is still being assessed. Schools meet and discuss results regularly to ensure there is alignment throughout the zone, especially between Juniper Ridge and Valleyview Secondary.
  - Recent Synervoice Message: The recent automated message that went out to all parents was not a result of specific issues, but as an overall reminder of the behavior expectations all students must meet. Teachers have noticed that students in general have been forgetting some of the rules with regard to summer safety and behavior in general with the coming of spring. Students cannot ride scooters and bikes onto the school grounds because the area is very congested and it is not safe. The staff wanted to remind students of these behavioral expectations. The student behavior with regard to scooter and bike safety has improved since the message. Don will send out a new voice message thanking the parents for addressing the issue.
  - Parent Tea: The parent appreciation tea will be held on June 8<sup>th</sup> at 10:00 AM. All volunteers are invited to attend.
2. DPAC Report: Claire Tosoff provided a written summary of what was discussed at the April DPAC meeting. The written summary of the meeting was provided to attendees and a copy is attached to these minutes. Claire reported that since no volunteers have come forward to fill the DPAC executive positions, the DPAC will not operate next year. The attendees were provided time to read over the summary and the following points were discussed.
- DPAC Bursary: The DPAC is establishing a \$5,500 bursary account to award two \$250 bursaries to +18 plus students from School District #73 that are returning to school.
  - Focus Groups: Parents are invited to participate in discussions about what children need to be successful, how technology can enhance learning, and how schools can best prepare children. The group will meet April 28<sup>th</sup>, 7-9 PM at the Henry Grube Centre.
  - Superintendents Remarks: There is a 3.7 million dollar budget problem. Enrollment is down by 312 students which translates to a 2.5 million dollar loss in funding. There are also mandated ministry cuts. The board must balance the budget. Feedback on new budget will be solicited before it is passed.
3. Teachers Report: Nancy Pierce reported that the teachers have no items to bring forward to the PAC at this time.
4. Treasurer's Report: Sarah Riley provided attendees with the financial statement spreadsheet; a copy of the financial statement is attached. Sarah highlighted expenditures, an additional \$20 was added to the babysitting budget and an additional \$40 was added to the parent seminar budget. The current account balance is \$9,106.84 but \$2,800 will go to level readers and \$2000 for hot lunch expenses. There is also \$1,023.66 in the gaming account with more money to come in the fall. The Peekabo Beans fundraiser brought in around \$285. There is still a lot of outstanding bills, most notably for \$445.80 in unpaid hot lunches. Families that have still not paid for lunches will be contacted. Any suggestions on how to address unpaid bills next year so that we are not in the same position again were solicited. The issue will be discussed in the new school year. Sarah would like to zero the bills by the next meeting.

## 5. OPERATIONS AND COMMUNICATION

### Spring Term

1. Communication: Tracy Meldrum asked Don Poelzer why the PAC was not given a heads up with regard to the automated message about student behavior at the staff meeting that occurred right before the message. Concerned parents are wondering if there is a behavioral issue at the school. Is it possible for the PAC to be informed in the future if there are significant behavioral issues at the school? Don replied that the issue did not come up until later in the meeting and that the message was not targeted at specific issues, rather it was overall reminder of expected behaviors across all classes, especially since students are excited about the warmer weather. Don assured attendees that there is not a major behavioral issue at the school, the message was just bringing expected behaviors to the forefront, especially the scooter and bike safety and interacting respectfully. The reminder was given so that there could be improvement for everyone. Claire Tosoff asked why parents are not immediately notified when their child is disciplined. Don replied that discipline is progressive and is at his discretion. There is a data gathering period for any incident and depending on the severity of the infraction, it is up to his discretion on whether to notify parents. Don stressed that if any parent has concerns about student behavior and discipline that he or Krista Halland would be happy to speak with them directly.
2. Hot Lunch Committee Update: The next hot lunch is hot dogs, to coincide with Track and Field Day. There will be pizza on April 26<sup>th</sup> and Tim Horton's on June 17<sup>th</sup>.
3. Entertainment Committee Update: The entertainment committee is meeting to plan for next year's carnival. Volunteers are still needed for the upcoming staff appreciation lunch.
4. Safer Schools Travel Committee: There was a 50% response to the 250 surveys that were sent out. There is lots of good information. The committee is meeting to develop a plan based on the responses.
5. Education Seminars: There was a disappointing turnout to the seminar on internet safety. Krista Hayward Farmer will be presenting a seminar on anxiety next week.
6. One-to-One Reading Program: The program is wrapping up this week and there will be a year-end party for the kids and volunteers. The program needs a new school coordinator for next year. **Tracy Meldrum motioned that the One to One Reading budget be increased by \$50 to cover the costs of the year end party. Sarah Riley seconded the motion. The motion passed.**

## 6. FUNDRAISING AND GOALS

### Fall Term Planning

1. Peekaboo Beans: The fundraiser was a success and raised just under \$300 for the PAC.
2. Chapters: The Chapters fundraiser will be held on June 13<sup>th</sup>. A percentage of all purchases for the evening will earn money for the PAC.
3. Level Readers – Primary Classes Phase 2: The decision on whether to order Phase 2 level readers was deferred until the June meeting when the remaining PAC funds for the start of next year can be accurately estimated.

## 7. NEW BUSINESS

David Takahashi brought forward two ideas for potential fundraisers next year. A wine tasting night for parents and a couple's golf night. Don Poelzer will look into whether insurance will cover a wine tasting event at the school. David will research to gauge interest and what the cost would be for these events and will provide the information for discussion at future meetings.

**7:35 Tracy Meldrum motioned to adjourn the meeting. Claire Tosoff seconded the motion. Meeting adjourned.**

## 8. NEXT MEETING DATE

Tuesday June 14 at 6:00 pm JRES staff room or library

**ATTACHMENTS:** May Meeting Financials 2015-16 Approved Budgets, DPAC Meeting, April 2016