

**JRES PAC Meeting Minutes, September 15, 2015 – APPROVED FOR DISTRIBUTION**

**IN ATTENDANCE:** Tracy Meldrum, Sarah Riley, Theresa Nernberg, Tracy Morgan, Krista Bourne, Don Poelzer, Kyla Loland, Shelly Takahashi, Tila Benton, Karen Gelowitz, Kimberley Hill, Melanie Bogdan, Sandra Smith, Kathi Zimmerman, Kim Maddison, Annelle Biggar, Liz Henderson, Krista Halland, Deb Twemlow, Krista Buck, Claire Tosoff, Jennifer Hatton

6:05 Tracy Meldrum motioned to start the meeting, Theresa Nernberg seconded the motion. The motion carried.

**1. ADMINSTRATIVE ITEMS**

**Welcome & Introductions:** Tracy Meldrum welcomed all attendees and introduced the PAC Executive members.

**2. OLD BUSINESS**

**September minutes adopted:** Tracy Meldrum read out a summary of the September minutes. Tracy Meldrum motioned to accept the minutes, Sarah Riley seconded the motion. The motion carried.

**3. STANDING REPORTS**

**Principal Report:** Don Poelzer provided the following information to the attendees.

Last year, 460 students were projected. Based on the number of students attending on the first day of school, there are currently 432 students enrolled this year. The School Board decides the number of divisions based on the configuration that Don submits. The School Board cannot spend money it doesn't have, so it must prioritize which schools need additional divisions. The government funds approximately \$9,000 per student that must cover school administration, maintenance, and salaries. The BCTF has class size and composition constraints. The maximum class size is 30 and the maximum number of designated students in a class is three. Based on the number of students and the configuration, the School Board decided on 17 divisions this year, as other schools are worse off. No classes are larger than 30 students. Two classes have more than three designated students. One class has four and one class has five. The teachers of these classes have accepted this number of designated students and the BCTF has agreed. Don is currently applying to the School Board for money from the Learning Resource Fund to support this configuration.

Don listed the 17 classrooms and teachers. Based on the current enrollment there is room for an additional 11 students in the school from Grades 2 to 7. There is no additional room in Kindergarten or Grade 1 and there is only room for one additional student in Grade 2. The school will not be accepting any new students from outside of Juniper. Current students that live outside of Juniper are grandfathered in. Since the school did not get an additional division, the Community Room stays for this year.

The split classes were decided based on each student individually and the teachers were consulted to decide on configuration. The lower grade has the lower number of students in the split classes. The students are now placed in their classes and there shouldn't be any adjustments, except for Kindergarten, where there is still some consultation while the kids are evaluated. An attendee asked a question about what happens when the school is full. Don's response was that enrollment will be limited to students from the Juniper catchment area and that next year, there may be enough students to reach 18 divisions. If that happens, Don will make recommendations to the School Board at the start of next year. The Community Room may become a classroom because it is more economical than a portable.

BC has a new student Information System and Don is currently entering all the student and class data into that database.

There will be a letter going home regarding fees. The fees will cover student supplies. The fees will also cover Art Starts performances. 50% of the fees are covered and they are coming to the school for four performance throughout the year. There are no Young Peoples Series events this year.

Don provided an overview of the school computer technology resources. Google Apps for Education is a great technology base that will be used in the school. It is free, but there are some privacy concerns. The privacy concerns can be curtailed by using a school log in and not a personal gmail address. A letter went home with students explaining the issue. Parents have the option of saying no if they do not want their child to participate. The school bandwidth has been boosted from 10mbs to over 100mbs. Over 100 chrome books can be used at the same time. The books are used for research, sharing information, and school work. Students can log in from home using their own computers. The Grade 6 and 7s are using these tools the most. The Grade 6s got a cart of 30 chrome books to participate in a pilot project.

Don provided a heads up with regard to a media event that will be taking place at the school the Friday at 8 to 8:15 am. ICBC is kicking off awareness for school zones and there will be a news crew in front of the school.

Don let everyone know that there is a parent meet and greet scheduled for September 23<sup>rd</sup> at 7:45 am. The teachers will be in their classrooms.

**School Planning Report:** Don informed the group that there is no longer a School Planning Council. The BC Education Plan is doing a partial roll out this year of a new program and they want to do an information session, maybe in October. There will be a much bigger role for parents.

**Teacher Rep Report:** Teacher rep not in attendance.

**Treasurer's Report:** Sarah Riley went over the year end financials and the proposed budget line by line. Some budget items will be approved tonight and some will be tabled. Copies of the budget spreadsheets were provided to each attendee.

The budget line items under Administration were approved. Tracy Meldrum motioned to approve the administration budget, Tracy Morgan seconded the motion. The motion carried.

The budget line items under Hot Lunch Committee were approved. Tracy Meldrum motioned to approve the budget. Tracy Morgan seconded the motion. The motioned carried.

The budget line items under Entertainment Committee were tabled. Tracy Meldrum motioned to table, Kim Maddison seconded the motion. The motion carried.

The budget line item "One to One Reading" under Educational Programs was approved. Tracy Meldrum motioned to approve the budget, Claire Tosoff seconded the motion. The motion carried.

The remaining budget line items under Educational Programs, Athletics Fundraiser/Sales, and New Initiatives were tabled. Tracy Meldrum motioned to table the budgets, Theresa Nernberg seconded the motion. The motion carried.

#### **4. COMMUNICATION**

##### **September and October Events**

**Hot Lunch Committee Update:** The Munch and Lunch online payment system will continue this year and will now also accept payments for PAC fundraisers. Five hot lunches are planned between October and December. Additional volunteers are still needed.

Entertainment Committee Update: The entertainment committee is not yet formed. The PAC would like to see it start in November. Volunteers are needed for the committee. Two movie nights are planned between October and November since the movie license from last year is still.

Playground Committee Update: Tracy Meldrum met with the Administration and maintenance and selected a proposed location on the lower level of the playground where the sandbox is. Maintenance can cover the cost for ground preparation since this area is not considered a new build. The committee has received quotes for three different pieces of equipment. The selection of which piece to purchase will depend on the final fundraising tally at the end of December 2015. The Explorer Dome is \$75,000.

Safer Schools Travel Program: This initiative will install a crossing guard for Qu'Appelle Boulevard 15 minutes before school and 15 minutes after school. The program will be manned by the Grade 4 and 5 students with their parents. Tracy Meldrum is hoping to roll out the program on October 1.

One-2-One Reading Program: Theresa Nernberg talked about the program and indicated that more volunteers were needed as we are hoping to be able to have at least six kids go through the first session of the program. Six tutors are required to meet this goal. The tutors must pass a criminal record check and must attend a training session. The time commitment is approximately 1.5 hours a week.

Lunch Hour Clubs: The PAC need volunteers to come forward with ideas for lunch hour clubs.

Lunch Hour Supervisors/Supervision Plan: There is a new lunch hour policy. The students must remain in their seats from 12:05 to 12:15. After that time they may head out to the playground. The school is light on supervisors. The program really relies on parents to help out and it is critical for the young kids new to the school. The school really, really needs lunch hour supervisor volunteers.

Photo Contest: The photo contest is ending on Friday. Tracy hopes to announce the winners at a future assembly.

Fundraiser: There is a Vessy's Seeds Fall Bulbs and Flowers fundraiser that will run for two weeks.

## **5. PLANNING**

### **November and December Draft Plan**

Christmas Concert/Silent Auction: TABLED

Fundraiser: TABLED

## **6. NEW BUSINESS**

Teacher Incentives Program Amendments: In past years the PAC gave each teacher an incentive in the form of cash or cheque to spend on class supplies. No receipts were required to be submitted to the PAC. The current PAC executive would like to see this program replaced with a more transparent program. The PAC would like to hear any ideas of how the program could be restructured so that it meets the requirements of transparency.

Classroom Assigned Sports Equipment Bins: All of the teachers indicated that they wanted their own classroom bin of sports equipment. Don has purchased the bins.

Level Readers: The highest priority on the teachers' wish lists from last year has been identified as Level Readers. These are sets of books targeted for specific reading levels. The cost of these books are estimated to be \$11,000 to \$15,000. Once the playground fundraising wraps up in December, this will be the new PAC initiative.

**Questions:**

Do the Grade 1s need a gym strip? Don replied to ask the teacher, as it is up to them.

8:10 Tracy Meldrum motions to adjourn the meeting. Theresa Nernberg seconded the motion. The motion carried. Meeting adjourned.

**NEXT MEETING DATE**

Tuesday October 13, 2015 at 6:00 pm JRES Staff Room or Library

# **2015-16 Proposed Budget**

	<u>Budget</u>	<u>2014-15 Cost</u>
<b><u>Administrative:</u></b>		
BCCPAC Membership	\$75.00	\$75.00
Safe Arrivals Phone line	\$200.00	???
Bank Fees	\$50.00	\$238.82
Babysitting (\$20 per meeting)	\$200.00	\$160.00
Stationary/Photocopying	\$500.00	\$319.52
Gifts/Donations	\$500.00	\$206.77
Domain Name Registration	\$24.00	\$24.00
	<b>\$1,549.00</b>	APPROVED (Sept/15)
<b><u>Hot Lunch Committee:</u></b>		
Seasonal Treat Days	\$200.00	\$16.80
Supplies ie. Sanitizer, Gloves, Food Safe, Bins	\$500.00	\$194.02
Munch A Lunch Program Fee	\$336.00	\$0.00
Track and Field Concession	\$500.00	\$970.41
	<b>\$1,536.00</b>	APPROVED (Sept/15)
<b><u>Entertainment Committee:</u></b>		
Spring Carnival	\$2,000.00	\$1,232.30 TABLED
Christmas Silent Auction	\$100.00	\$16.42 TABLED
Movie Nights	\$750.00	\$748.65 TABLED
Staff Appreciation Lunch	\$200.00	\$67.04 TABLED
<b><u>Educational Programs:</u></b>		
Eureka Science	\$700.00	\$575.00 TABLED
One to One Reading	<b>\$100.00</b>	\$74.64 APPROVED (Sept/15)
Music	\$750.00	\$750.00 TABLED
Noon Hour Clubs	100/club	\$77.06 TABLED
Teacher Field trip/Class Project	100/class	New TABLED
<b><u>Athletics:</u></b>		
Sports Equipment	<b>\$500.00</b>	\$0.00 APPROVED (Sept/15)