

JRES PAC Meeting Minutes – OCTOBER 16, 2017

IN ATTENDANCE: Jennifer Davis (PAC President), David Takahashi (PAC Vice-President), Sarah Riley (PAC Treasurer), Carol DeFehr (JRES Principal), Wendy Lloyd (JRES Vice Principal), Tiffany MacKinnon, Amber Hooton (DPAC Representative & Juniper Ridge Community Association) Tila Benton, Leah Halfnights, Carmen Pawlyshyn, Jimi Turner, Kirsti Koopmans, Nicole Crichton, Courtney Schroth, Sandra Maskell, Kyla Loland, Andrea Edwards, Tamara Todd, Kirti Telfer, Rebekah Frudd, Sarah Broadbent, Jaspreet Baidwan, Sarah Brise, Kathryn Schultz

I. WELCOME AND INTRODUCTIONS:

Jennifer welcomed all attendees and motions to open the meeting. Sarah seconded the motion. Meeting called to order 6:06PM. Jennifer Davis called to have agenda approved. Amber Hooton motioned to approve agenda. Carmen Pawlysyn seconded. The agenda is approved.

II. OLD BUSINESS:

September minutes adopted: Draft minutes were circulated to attendees of meeting via email for review. With no objections or responses received for revisions,

Kimberly Turner motioned to approve the minutes as circulated. Leah Halfnights seconded. The motion carried. September minutes approved.

III. JRES PAC OPERATIONS AND COMMUNICATION/STANDING REPORTS

Jennifer Davis shared that the Juniper Ridge PAC receives monthly magazines that all parents can use. Contact JRES PAC to inquire.

1) District PAC Report: Amber Hooton presented.

- Annual budget was approved. It was highlighted that there is a need for capital spending and improvements and that Valleyview would be impacted.
- Megan Wade (Chair of the Kamloops/Thompson Board of Education) will be in attendance and speak at the November JRES PAC.

2) Treasurer's Report: Sarah Riley provided attendees with a current financial report and proposed expenditures, a copy of which is attached.

- Sarah Riley advised JRES PAC that the Provincial PAC Gaming Grant had been approved.
- The fall Coupon Book fundraiser netted \$1,342.
- Sarah also confirmed that all expenditures and financial commitments approved during the September JRES PAC had been executed. Pending expenses not yet incurred included \$6,000 for hot lunches.

Two proposed expenditures were introduced:

- a) **Game Balls:** Historically, the PAC has contributed towards the purchase of balls for the school to replace those that are misplaced or damaged. A budget of \$800 was proposed for this school year.

Leah Halfnights motioned to approve the JRES PAC contribute \$800 towards the purchase of balls. Bobby Gill seconded. The motion carried.

- b) **Craft Fair:** The 2017 Craft Fair is moving forward. The craft fair is a community event sponsored by the JRES PAC which brings the community together and is used as a fundraiser for the JRES PAC. There was a request to invest \$200 to fund supplies and advertising needed to build upon the success of last year's event. It is expected that the event will raise adequate funds to offset this initial investment.

Kristi Telfer motioned to approve the JRES PAC invest \$200 to be used for supplies and advertising related to the craft fair. Leah Halfnights seconded. The motion carried.

3) **Juniper Ridge Community Association (JRCA):** Amber Hooton presented

- The JRCA will be presenting the annual Community Halloween Fireworks at 8:00 on October 31.
- In response to community interest, the JRCA is exploring the idea of hosting another Safety Day likely in February or March. The event has not yet been formally announced and is still in the preliminary planning stages.

There is interest in including/involving students to present/get involved if it aligns with their curriculum. Although the JRCA is not planning on collecting fees to attend the event, they invited the JRES PAC to get involved and were open to the idea of leveraging the event as JRES PAC fundraiser. Interested participants are encouraged to connect directly with Amber Hooton. It was suggested by JRES PAC membership to have the event later in the year so that it could take place outdoors and include broader involvement with first responders in the area increasing the overall impact and attendance. For example, having emergency vehicles on site etc. Based on interest and the notion that the school is an integral part of the community, Jennifer proposed that the JRES PAC should work with the JRCA.

IV. PLANNING

1. **Fundraising Committee:** Kimberly Turner presented. (Kimberly shared notes from the inaugural meeting). Outcomes from the meeting:

- Agreement reached that in effect, the mission of the Fundraising Committee is to raise funds and resources that support approved JRES PAC initiatives, investments, and expenses, while creating a stronger sense of community and enhancing school involvement. Fund raising should be aligned with the JRES PAC goals and objectives.
- The committee acknowledged the successful efforts of numerous past events and initiatives. There was also an opportunity to look at refreshing some of the past events. Kimberly Turner proposed that the committee members would like to move towards focusing on two events per year, a Spring Social (Adult/Parent event) and a Fall Carnival (School/Community Event). It was recognized that JRES PAC had already committed to several fundraising events this fall.

David Takahashi moved that the JRES PAC go forward with those fund raising events to which we had already committed/planned for fall 2017. Motion carried.

- Discussion on moving towards sponsoring two primary events annually: What is the impact to financials? Sarah shared that the 2016 Spring Carnival successfully raised approximately \$2,000. There was concern that we were moving forward without a clear understanding of what the money

raised would be put towards. Numerous ideas including teacher requests were presented. There was also a conversation that some of the events that were in place had become 'traditions' and that some local businesses supported those events. Some of the smaller initiatives also allowed for broader involvement of students, classes and parents. The idea of two events was to perhaps create new traditions and address some of the fatigue that many parents face when having to support numerous fundraising events throughout the year. Some attendees discussed the idea of just having parents write a cheque at the beginning of the year rather than having to write small amounts for different fund raisers. It was agreed that the issue would be tabled until after the pending discussion on budget.

2. Budget

Review of parent priorities. All those in attendance were invited to write what they saw as investment priorities. Attendees wrote their priorities down and posted them on a board and the ideas were subsequently grouped together and compared against those identified by teachers who worked through a similar exercise. The top priorities:

- a) **Technology:** School would like to add more Chrome Books and Carts for classrooms. In addition, iPads were on list to support OSMO and Sphero used to deliver coding in classrooms. There is a trend to include using more technology to deliver curriculum which may include an effort to bring your own devices to school. There was a request that the school consider developing and communicating a long term technology strategy consisting of plans, principles and tactics relating the use of technologies with the classroom and curriculum so that a long term vision for JRES PAC fundraising could be developed. This approach would allow the JRES PAC to develop specific goals that could be aligned with the longer term view for technology requirements within the school. There was also concern about having a deeper understanding of the shelf life of technology and ensuring that the teachers were provided with the appropriate level of support to adopt and leverage the new technologies.

Mrs. DeFehr shared that the proposed investment in technology for the coming year would be approximately \$18K. Details: Chromebooks \$8,520 (\$284/unit X 30) + Cart \$2,000. Cost of 8 additional iPads \$5,200. The school has also submitted for some funding which had not yet been approved/denied.

Motion made that, in principle, the JRES PAC will support some technology needs of the school, which will be approved at a later date, pending additional details to be provided by administration at the JRES PAC meeting in November. Those details include a list prioritizing IT requirements and additional details about additional school funding that was provided from other sources. Motion carried.

- b) **Teacher Requests:** Mrs. DeFehr noted that the amount directly allocated to JRES teacher fund by the JRES APC was low when compared with other schools (for example the Dallas PAC allocates \$300 per teacher). Most in attendance were empathetic to the teacher's needs and agreed approving multiple, individual requests on an ad hoc basis could become burdensome. The JRES PAC currently allocates \$100 for each teacher, as well as the Principal, Vice Principal, Library, LART, and Mrs Decker. The discussion focused on a few concerns of increasing the amount for teachers: the PAC losing any oversight into how the money would be spent by teachers, that the 'things' teachers were buying would remain with the school.

A motion to increase the investment from a current \$100 to \$300 per division, and non-enrolling to \$150 was made by Tiffany MacKinnon (overall increase to \$6,450). Motion carried with majority - two opposed.

c) School Water Fountains

Amber Hooton shared that, as discussed at the DPAC, the recently installed water fountains in Dallas do not filter for lead. This led to a discussion around the goal of installing water fountains where students could fill their water bottles. An idea was presented where as part of a leadership project, students would raise 50% of the estimated \$1,200 cost and the JRES PAC could match the funds raised and pay for the balance. Sarah Riley will investigate whether Gaming Grant funds could be applied towards this venture. At present, the fountains are purchased directly through the school district and a question was asked whether we could install fountains that were more effective at filtering more. Mrs. DeFehr will inquire.

d) Fundraising:

Tiffany MacKinnon moved to add a Spring Social Event to the fund raising in anticipation of additional spending requests. Jennifer Davis Seconded. Motion passed.

3. Bussing

a) Plan for Booster Seats.

Concern was initially raised as to possible liability/exposure arising from the school providing booster seats for use when parents are driving students to/from school events (such as field trips). Currently, it is a requirement that students must bring an approved booster seat if being driven by parents. Booster seats had been purchased in the past to accommodate children who had forgotten to bring a seat or were coming directly from alternate care where bringing a seat may not have been feasible. Several attendees raised concern that the issue of parents driving was itself a higher priority as currently there are no requirements for a background check for drivers. Mrs. DeFehr confirmed that under existing policy a background check is not a requirement because the parent driver is not alone with a single child. However, parents are required to complete an application form. Several attendees felt strongly that all school events should use school buses. Mrs. DeFehr shared that use of school buses typically cost approximately \$150, and for an all-day event the cost increased. Rates are set and based on \$/km.

Sarah Riley motioned that the JRES PAC prefers classes use school buses. Tiffany MacKinnon seconded the motion. Motion carried.

Mrs. DeFehr will communicate with the teachers and staff. She will also make known that booster seats are no longer available for the use by the school. The attendees discussed how to fund additional use of buses. One idea was to pass costs through to parents. There was some concern that this could create some challenges for parents, including those with several children in the school. Mrs. DeFehr shared that we currently get one trip by bus per year. She also shared that there is a financial hardship policy that says no child can be left behind for financial hardships. There was interest in creating a survey asking parents which approach they supported. One option was the JRES PAC could offset costs by subsidizing or sharing in the costs (for example, incremental costs of \$3,800 is shared between Parents/School pays for \$1,900 and PAC matches \$1,900). Another approach was to ask teachers to ask parents directly as part of process for approving a child to attend an event.

Jennifer Davis moved to give all booster seats to a charitable organization. Discussion ensued about whether this was possible, or by doing so, whether the JRES PAC was in fact mitigating any exposure. Motion was tabled.

Motion to give seats away on a first come first serve basis. Motion passed.

4. Parent Question: Is the time allotted for eating lunch adequate?

Current state, students have 15 minutes to eat lunch. Concern that this may not be enough time for all students to get through lunch, given that the primary students eat first and then play. The reverse is true for intermediates. Mrs. DeFehr will look at possibly reversing the staggered lunch period. Extending the lunch period is a broader and more complex issue and requires further discussion. A request will be made of parents and class reps to gently help move the process along quicker.

V. Principal's Report: Carol DeFehr provided a report which is attached.

Additional Notes:

- a. Staggered Lunch Update/Expectations/Discipline
 - a) This is the first year and trial for the staggered lunch. So far the feedback has been very positive and both intermediate and primary students are thrilled.
 - b) Discipline. Part of school is learning about expectations. The kids should have learned this by now. We need kid to understand that there are consequences for the choices. A request was made to have Carol DeFehr send out an email to explain the expectations and consequences.
- b. Term Curriculum. High expectations of staff. It is important that there is clarity for parents before the report cards are issued to ensure everyone is aligned.
- c. New PREP/New Grd 7/ Staff: Actively looking to fill vacancies. Need aboriginal education leader.
- d. Criminal Record Checks: We are all encouraged to complete. Only required if the parents are one-on-one with students. Currently, the school does not allow parents to work solo until all record checks have been completed.
- e. Chapters Adopt a school. Thank you! A % of purchases will go directly to the PAC.
- f. Come Read with Me – October 16th. Request for \$145 for snacks + \$5 for every bag (\$359 total) Sarah (?) Motioned to approve. Tiffany seconded. Motion carried.
- g. Halloween – candy/costumes: no change from prior year. K will do a walk through with costumes and others wear black and orange for pride. Biggest change is asking parents to keep candy at home.
- h. Volleyball Update There will be four teams Coaches are three teachers and a parent. School pays for refs and carded refs.
- i. FSA's: consist of six exams for grade 4 & 7 students. Same provincially standardized test. Helps gauge how teachers are doing. We are k-7 so the scores are a net reflection of the entire learning experience for all. Focus on looking for improvement.
- j. October 20th – non instructional day
- k. School Library Day October 23. Promote literacy on that day.
- l. Recognition Assembly: Celebrate kids. We hope parents will join us. All welcome. Parents of kids being recognized will be notified.
- m. PBIA Update
- n. Sock Fundraiser/Purdy's Fundraiser
- o. ARTS CARDS

VI. NEW BUSINESS

None

VII. NEXT MEETING DATE

The next meeting date will be November 6th. Megan Wade (Chair of the Kamloops/Thompson Board of Education) will be in attendance.

There being no further business, Jen motioned to adjourn the meeting. David seconded the motion. The motion passed.

ATTACHMENTS: September Minutes (approved), October 2017 Financial Summary, Principal's Report.