

**Douglas Road Elementary School PAC  
Meeting Minutes**

<b>Date:</b> <i>January 18, 2017</i>	<b>Location:</b> <i>Library</i>	<b>Called to order:</b> <i>6:00 pm</i>	<b>Adjourned</b> <i>7:00 pm</i>
<b>Attendees:</b>			
<b>Chairperson:</b> <i>Paulina Talaber</i>	<b>Treasurer:</b> <i>Esther Bernardi</i>	<b>Secretary:</b> <i>Barbra Shauer</i>	<b>DPAC: (Absent)</b> <i>Michelle Kienzle</i>
<b>Principal:</b> <i>Mary-Ann Brown Brown</i>	<b>Co-ordinators:</b>	<b>Parents:</b> Christie Northrop, Robert & Isadora LaPlante	<b>Guests:</b> <i>N/A</i>

	<b>Action</b>	<b>Discussion</b>	<b>Person in Action</b>
1.	Motion	Call to order, welcome, and introduction.	Paulina
2.	Motion	Approval of agenda	Paulina
3.	Motion	Approval of minutes from Nov. 16, 2016 (found on school website)	Paulina
4.	Report from the Principal	<ul style="list-style-type: none"> <li>a) Basketball Season has begun. Mr. Angerilli and Mr. Milloy are coaching.</li> <li>b) We will once again be part of the Vancouver Symphony Orchestra – Connects program this year. Watch for more information for how parents can participate in the coming months.</li> <li>c) Our next Young People’s Concert is Monday, January 23rd. It will be the Canadiana Musical Theatre Co; The Birth of the CPR.</li> <li>d) Security camera update - we currently do not have any at Douglas Road. The cost to install is significant. The district continues to look at improvements in this area for all schools. A discussion with staff occurred about the current level of security, locking doors, etc. Staff feel that what we do now, is fine and outlined concerns about locking doors during the day.</li> <li>e) Foundation Skills Assessment tests for grades 4 and 7 will be taking place in late January, early February. Parents should have received notices providing the information. The booklets with results will be sent home by the end of March.</li> <li>f) Satisfaction surveys this year will be done beginning in March for grades 4, 7 and parents of those students.</li> <li>g) There is a YOGA program that would like to offer a free session as well as promoting a session available at cost to parents for during the spring break. More details will follow if your child is interested.</li> <li>h) YMCA Blast – this session is for grades 5 to 7 students this term on Wednesdays and Fridays.</li> <li>i) The Parks and Rec Babysitters Basics is set to go on Wednesdays, which started today!</li> <li>j) Bookswap is happening on Friday, January 27<sup>th</sup>. Students can bring in their used books and swap for others during this event.</li> <li>k) The District Pro-D will be on February 17<sup>th</sup>. Students will not be in session.</li> <li>l) A reminder that our newsletters and monthly calendar are now all</li> </ul>	Mary-Ann Brown Brown

		<p>online. Please remember to check the website often for updates, or subscribe to receive notifications of updates at the bottom of our school website.</p> <p>m) Our Liaison officer, Constable Hirst came by on Tuesday, January 17th to speak with the students about Internet Safety in Div. 1, 2, 3.</p> <p>n) The Pop-up Library for the Public Library will visit again on Thursday, February 2<sup>nd</sup>.</p>	
5.	DPAC Update	<p>Minutes will be ready end of the week.</p> <p>Conversations were around:</p> <ul style="list-style-type: none"> <li>• Snow</li> <li>• Government Funds with \$2million approximately 40 positions for Burnaby. Douglas Road asked for more learning support and more district psychologist support.</li> <li>• Traffic safety and awareness around schools</li> <li>• See Traffic Safety Presentation below:</li> <li>• <a href="http://www.burnabydpac.com/wp-content/uploads/2017/01/DPAC-Presentation-Jan-16-2017.pdf">http://www.burnabydpac.com/wp-content/uploads/2017/01/DPAC-Presentation-Jan-16-2017.pdf</a></li> </ul>	Michelle (Absent)
6.	Treasury Report	<ol style="list-style-type: none"> <li>a. Unused funds from last year's PAC school account from transportation, field trips and teachers consumables has been put back into the account for various expenses. The amount was \$833.85</li> <li>b. The school will consume this amount before accessing the PAC Accounts</li> <li>c. Total PAC, Gaming &amp; School Account balances as of Jan 1, 2017 were: <u>\$18,187.19</u></li> <li>d. Munch a lunch to date has yielded \$3909.91 in deposits to PAC account from PayPal</li> <li>e. Movie Nights have been given to Student council and the Fall Movie Night was run through our Munch-A-Lunch pre-order system.</li> <li>f. Total concession sales plus pre-ordered pizza came to \$175.95.</li> <li>g. Created by Kids Art fundraiser yielded \$294.00 profit.</li> <li>h. Canadian Diabetes Clothing Drive yielded \$217.00</li> <li>i. Family Photo Night yielded \$540.00</li> <li>j. Pies &amp; Cookie sales yielded \$568.25</li> <li>k. Christmas Concert 50/50 draw yielded \$225.00</li> </ol>	Esther
7.	Multicultural Dinner Update	<ol style="list-style-type: none"> <li>a. Thursday, January 26<sup>th</sup></li> <li>b. Hopefully people will dress up and be able to have fashion show</li> <li>c. A parent is looking to plan a dance so possibly a Bollywood performance may be arranged and added to the event. Mary-Ann Brown will advise the PAC of the time.</li> <li>d. Paulina confirmed we are ok for plates, cups, cutlery, etc</li> <li>e. Hot chocolate, coffee, water table will be set up</li> <li>f. Staff provides dessert items</li> </ol>	<p>Mary-Ann Brown</p> <p>Paulina</p>

		<p>g. PAC needs to purchase cream for coffee and Caesar salads</p> <p>h. Beedie Group providing gift cards, they were to drop of last week but haven't arrived yet. Mary-Ann Brown will follow up with them</p> <p>i. Grade 7's set up gym at end of day. Crayons and paper on tables</p> <p>j. Prizes:</p> <ul style="list-style-type: none"> <li>• Purchase price \$5 per ticket or square</li> <li>• Prize board like a raffle and will be separated from the school based prizes</li> <li>• School based prizes will be placed in prize envelop with their surname and phone number on the ticket.</li> <li>• Mary-Ann Brown will make up coupons for all the school based prizes</li> </ul>	<p>Mary-Ann Brown</p> <p>Esther</p>
8.	Munch a lunch update	<p>a. Munch a lunch running successfully</p> <p>b. A questionnaire was sent out to parents that haven't ordered asking for reasons. It was found a small group that can't afford, find it difficult to order or have fussy eaters/cultural diet plans.</p> <p>c. Esther will contact these parents and find a solution to suit all needs. Perhaps a credit in their Munch accounts to start them off.</p> <p>d. Suggestions for Spring:</p> <ul style="list-style-type: none"> <li>• Large fresh Chicken Caesar Salad and other homemade easy cold items.</li> </ul>	Esther
9.	February Fundraising	<p>a. Donation letter to be sent continuing with computer technology as major fundraiser, asking for parents for flat donation to the school. They will be eligible for tax receipts.</p> <p>b. School cash online not clear that 'Donation' item is related to the letter, ask Melanie to provide further instruction in the letter.</p> <p>c. Student council is going to do friend-a-grams again. This year will be Rice Crispy squares with note instead of teddy bears or chocolates. They will be making the treats themselves.</p>	<p>Esther</p> <p>Mary-Ann Brown</p>
10.	Technology Purchasing & Teacher's Wish List	<p>a. iPad funds \$5,000.00 was pre-approved</p> <p>b. Mary-Ann Brown will put in the order</p> <p>c. Bright Links Interactive Projector was also approved for \$2,000.00 from the PAC.</p> <p>d. The school will order one and it will be installed in one classroom for now. It will be hard-wired to that room and will be a permanent fixture. Classes will be free to use it.</p> <p>e. Mary-Ann Brown will have wording and invoice on the description sent to the Treasurer who will have a cheque ready for purchase.</p>	<p>Esther/Paulina</p> <p>Mary-Ann Brown</p>
11.	Other Business	a. No other business	
12.	Next meeting	March 1 <sup>st</sup> , 2017 @ 5:30 pm	
13.	Meeting adjourned	Meeting adjourned at 6:59 pm	Paulina