

Marigold School PAC 6:30-8:00pm November 7th, 2016

Minutes

Attendance: Sheryl Roodenburg, Malia Allan, Tina Tulloch, Konrad Thiele, Emily Nagelbach, Kandace Dunning, Chad Thiessen, Selena Ordell, Laurie Cairns, Lois Bender.

1. Welcome and Call to Order: 6:32pm Sheryl called the meeting to order.
2. Review of October 3rd, Minutes - this item was skipped –**held over to the next PAC meeting.**
3. Bouquets:
 - Thanks to Tina for her work on the Entertainment Book fundraiser.
 - Thanks to Cindy and Shanna for organizing a wonderful Halloween Bash & Dance.
 - Thanks to all the parents that helped at the Halloween Bash, special thanks to Mr. Hendy for all his help and performance the night of the dance.
 - Thanks to Calvin Black, Heather Anderson and Lois Bender for organizing and working with the Cross-Country team and a big thanks to Brad Curry for organizing Olympic athlete Hillary Stellingwerff to come and run with the group.
 - Thanks to Malia for developing the monthly PAC newsletter.
 - Thanks to Judy Carruth for organizing a school wide “sleep day”. The students enjoyed the pajama day and activities. Approx. \$600 was raised for the sleep day charity.
 - Thanks to student Emily Herson for her donation to the playground fund. **ACTION Item: PAC to send her a thank you card.**

(Treasurer’s Report was moved to item 4. to accommodate Konrad leaving early)

4. Treasurer’s Report: (Konrad Thiele)
 - 4.1. Action item follow up: Lois will give Konrad a cheque to transfer the Coast Capital Grant Funds. Lois reports that Darlene is preparing the cheque and it is on route.
 - 4.2. Action Item follow up: Executive will develop a new form and reporting process for events and fundraisers for the next PAC meeting. PAC Executive presented 4 new forms:
 - 1) Event/Fundraiser Planning Sheet
 - 2) Cash Out Sheet
 - 3) Reimbursement Form
 - 4) Teacher’s Fund – Request for Additional Funding Form**ACTION Item: Malia will ask Pixcel if these forms could be uploaded to our PAC website for easy access.** The forms will also be available in the office PAC drawer.
 - 4.3. Proposed 2016-2017 Budget – The budget was reviewed. **Motion to approve the budget as read. Motion Passed.**
 - 4.4. Classroom Funds & Principal Fund – Amounts and Process – This year the Classroom Fund is \$12.50 per student. There is a \$1000 in a Teacher’s Fund that teachers can request, there is a form available for them to use or they can attend a PAC meeting to request funding. The Principal’s fund is \$500. The Principal can also request additional funding from the PAC.
 - 4.5. Signing authority on PAC bank accounts – Action Item follow up: Sheryl, Tiffany and Konrad are the signees on the PAC accounts.
5. Teacher’s Report: no report at this time.
6. Administrator’s Report: (Lois Bender)
 - Cross Country and Soccer are completed for the year. This year there is a large swim club well as on-going opera club and choir.
 - Marigold Staff continue to work on meeting this year’s goals as presented at the last meeting. Emphasis of goal #1 is on social responsibility which entails teaching social-emotional skills and

self-regulation. One aspect of self-regulation is the “Biological Domain,” which includes the importance of proper sleep. Sleep day helped to create awareness of how a good night sleep is critical for children to be successful in school. Not only is length of sleep important but also quality of sleep. Exposure to “blue spectrum light” before sleep can decrease the quality of sleep. Therefore, it is important to avoid watching television or using handheld devices such as tablets and iPads for one hour before sleep.

- PISE (Pacific International Sports Excellence) has been coming into the school on a weekly schedule to demonstrate games and lessons in physical education.
- IPAL Program which is offered through Parks and Recreation focusses on connecting community groups across generations. Currently there are leadership students coming from Spectrum to work with students during recess and to train them on how to teach sports leadership.

(Laurie Cairns)

- Report cards have been moved to December 7th, 2016. This is due to changes from the Ministry regarding report card formats. Previous years there were a variety of report card formats. This year there are 2 main formats that teachers have to choose. The first option is CSL which is a computer template. This format is based on learning performance standards for K-3 and letter grades for grades 4 and 5. The second reporting option is called Fresh Grade which is an online portfolio. It is child specific and teachers send home ongoing status reports and updates. This includes photos, videos, samples of work and comments. There is no formal report card generated until the end of the school year. Teachers at Marigold have been familiarizing and training on both report styles. There is a learning curve for both teachers and parents this year.
- Remembrance Day ceremony will be held Thursday, November 10th at 10:30am. Grade 5 students are hosting the assembly and it will be a solemn event. Families are welcome to attend.

7. Open Discussion:

7.1 Action item follow up; Sheryl reports that there is currently only one Facebook PAC site called “Ecole Marigold School.” However, there is a location site on Facebook that users can “check-in” at Marigold School and post pictures and comments. Sheryl reports that the address patmarigold@gmail.com is working fine. Sheryl and Tina are monitoring for any emails.

- Lois highlighted some of the new staff members at Marigold:
Daytime Custodian – Sandra Reed
Evening Custodian - Drew Appleton
Division 5 Maternity Leave – Kayla Chan
New Education Assistance – Deidre Bissonette & Mary Rutter
- Sheryl asked why the office is not sending home lice notifications to classrooms that have confirmed cases. Lois was not aware of this and will follow up with office staff.
- An update was requested on water fountains being upgraded with filters and a water bottle fill station. Laurie reported that currently there are just 2 upgraded water fountains and hopefully by the end of the year all fountains will have filters installed. The staffroom sink has a filter but no classroom sinks will be upgraded at this point. This poses the challenge for filling water bottles. Laurie is exploring options.
- Malia asked what the “Rain Bell” process is. Lois explained that it is up to staff discretion to determine if there is extreme weather and then a double bell is rung to indicate that students may

come into the school before the morning bell. If parents and students arrive and see that there is no one lining up outside, students may proceed indoors to their classroom.

- Malia read an email sent by Cindy; *I would like to discuss the safety in the front office with people walking in and out and no check in procedure. After what happened in Abbotsford we really need to set up an action plan. Could we do a buzzer system? Swipe key? A new seating lay out in the front office? This is all of course, preventative but just like the earthquake kits better safe than sorry. This is a new world now with new safety concerns that are not being updated.. pls give example of St. Josephs. Will the district help cover the cost of any changes or could the PAC fundraise?* **ACTION Item: Malia to forward this email to Lois.**
- Lois reported that there is an emergency action plan on the school website that parents can view.

8. Fundraising Report:

- 8.1. Alternative to Fundraising Donations – Malia reported that there was \$1840 total donations received and tax receipts will be issued by the School District.
- 8.2. Entertainment Books – Tina reported 34 outstanding books & 182 sold. Profit approx. \$3200.
- 8.3. Scholastic Book Fair – completed.
- 8.4. Hot Lunches – Pita Pit has closed so this lunch will not be offered. Subway is Nov. 25th.
- 8.5. Poinsettias – completed.
- 8.6. Purdy's – this was distributed to all students and orders are online by November 30th and delivery on December 13th.
- 8.7. Halloween Bash – Profit approx. \$600. Suggestion that the Bake-Walk be combined with a Bake-Sale table at future events. This would allow people to purchase some of the amazing baked goods that are donated.
- 8.8. Lifetouch Photography Commission – The school receives a commission on school photo purchases.
- 8.9. New or upcoming fundraisers – Currently no one has volunteered to head up planning the Spring Fair. PAC is looking for a volunteer.

9. Old Business

- 9.1. McKenzie Interchange – Lois will send out the notification regarding blasting and drilling to start on November 10th. These activities are only permitted outside of school hours.
- 9.2. Earthquake Supplies – ACTION item follow up: PAC has budgeted \$1200 for earthquake supplies and food. Keys have been located for the large outdoor storage box and a new key has been requisitioned for the smaller box. Once the small box is open then Sheryl and Cindy will determine what supplies we need to purchase as well as they are looking at the safe storage of propane if needed for a camp stove. Lois also received a donation of 300 oatmeal servings.
- 9.3. Monthly Activities & Events Calendar – **ACTION item: This will be placed on next month's agenda to determine some additional events and possible spirit days.**
- 9.4. **Motion to move the January PAC meeting from January 3rd to Monday, January 10th. Motion passed.**

10. New Business

- 10.1 Classroom Painting – Parent volunteers needed to assist Judy Carruth to move the music room to the library. Anyone available on Monday, Nov 22nd at 2:40pm is asked to contact Sheryl or Judy.
- 10.2 PAC Monthly Newsletter – Malia is aiming to publish a monthly PAC newsletter. Please submit any ideas to her.

Meeting adjourned at 8:25pm. **Next meeting is Monday, December 5th, 6:30pm in the Library.**