

Hans Helgesen Minutes October 28th 2008

Attendance: Shannon Rempel, Trudy Court, Kathleen Church, Joannie Challenger, **Stephanie Longstaff**, Ann Baty, Lorraine Erickson, Mona Holley, Ami Crooks, Wendy Adamek, Kyara Kahakauwila, Gord Swanson

Meeting called to order at 6:50pm

September minutes reviewed and amended: Amendments approved by Kathleen and seconded by Kyara. Amendments made: split classes were corrected to read combined classes and Trudy Court was missed as Refreshment program co-ordinator and Byron Rempel was missed as Website administrator.

Approval of the agenda was made by Kyara and seconded by Mona.

REPORTS:

Ann: Principals Report

To be scanned and placed here.

- Edge Imaging were our new photographers this year: Pictures all look great and they have given the school so many extras which have been useful and handy. 2 pictures of each child in a peel off form to use on file folders or reports being done. The only downfall at this point on the photographers is the turnaround time in which the money needs to be handed in for ordering. Some only getting 3 days to choose a package and send money in. Would be nice to have a weekend at least and some extra time for the \$\$ to be handed in.

Lorraine: VP Report:

- Input newsletter report in this field after scanned.
- Pearson College students coming in and teaching the older grades about their cultures, helping with math and reading.
- Teaching science class to the grade 5 and 6's.
- Also students from Pearson College will be teaching students how to play basketball and do culture crafts each Monday starting Oct 27 thru Dec 1. This is a sign up afterschool program the children can sign up for on after school hours.
- Destination Conservation is going very well. Sooke school is putting on a seminar on how you can be a part of destination conservation on Nov 14th from 7-9pm. 5 students can apply to be a part of this great program.
- The Green team we spoke of last month that did the recycling of the juice boxes has been changed to the blue team as our new Green Team is picking up litter in the playground.

- 1/3 of our energy cost is from lights being on in the building, looking at ways of reducing our light usage. (i.e., lights off in classrooms during recess, lunch, when they leave the class for gym or computer time.) Every second the lights aren't on is energy and money saved. Anyone wanting to learn more is welcome to contact Lorraine.
- Let's Read Program is going well. The ribbons have been purchased as well as the book charms.

Joannie: Teacher Rep report:

- Pro-D day you may have noticed many cars in the school parking lot. Teachers chose to use that day to read up on course materials and different books in their own classrooms and then they got together to discuss with each other the books they read and took notes and shared ideas. Many teachers belong to a reading book club.
- Cross Country had a great turnout. About 1/3 of the school, 60 kids participated at both meets this fall.
- Halloween there will be a Haunted Castle being made and put on Mrs. Challenger's grade 3 class. The entire school will take turns going thru the room and parents have been invited as well to view the castle up to 1:30pm that day.

Shannon: President's Report.

- The BCCPAC just had a By Election in which Shannon voted Trudy Court on behalf of our PAC to be 1st Vice President of the BCCPAC. Trudy has put in countless hours at our school and represented Hans Helgesen at conference for the past 4 years. She has so much experience and passion for the school that she was a perfect nominee we thought.
- The Scholastic Book Fair is to be run from Nov 26-Dec 3 which is a great fundraiser for books for the school. However at this time there is no one to organize and set up the fair. Ami Crooks offered Lea Porters services as she is the Parent Librarian. We will approach her with the invite to organize the fair and Kathleen and Trudy offered to volunteer but not run it. Will also talk to Dayna Christ-Rowling who is our Parent Volunteer Co-Coordinator to head up some shift workers.
- Shannon thanked Mona for doing such a great job on the PAC newsletter, getting it out in great time and the look and content was great.

Trudy: VP Report

- Wanted to remind teachers and staff that there is a box in the medical room full of hand sanitizer. The box was purchased last year and had 12 bottles in it and there are 8 left. With cold season and the allergies in the school, just a reminder to keep kids hand washing a priority and using the hand sanitizer on a regular basis. If you notice it's low or out, please let someone on the PAC know so it can be replenished.
- The refreshment program is up and running. About 60 kids on the program. Not

one child drinking juice! Pretty even down the board with white vs. chocolate milk. Both Trudy and Kathleen went to the BCCPAC conference this past weekend and learned that chocolate milk has been proven just as healthy as white milk. Brought back a DVD on the subject that will be viewed at another time.

Wendy: Treasurer

- Budget has been put together to be discussed this evening.

Committee Heads:

Danielle: Safe Arrival

- Was unable to attend but asked Trudy to pass along the program is up and running and if there are any new parents in the school that would like to sign up they are welcome to at anytime.

Kathleen: Fundraiser

- Poinsettias were such a great success last year; we would like to run that fundraiser again. Everyone agreed that was a good one. Kelly Chasai actually organized it last year as the poinsettias were purchased through Hilltop Nurseries and Kelly who owns Down to Earth got a good deal on them for us. Kelly was not at the meeting but Kathleen motioned that we ask Kelly to head the fundraiser again this year, Ami seconded the motion and it passed. We will get back to you next month with Kelly's answer.
- Dance / Silent Auction - Looking at some time in February. Can send out the sponsorship letters in January to all our business contacts. We were getting late in time so we tabled this topic to discuss in more detail in November.
- Briefly touched on the Spring Fair and looking at a Kettle Corn fundraiser. Again tabled until November.

Kyara: Emergency Preparedness:

- Will be sending a note home to parents along with a Ziploc baggie to put together a "Comfort Kit " for their child in the event of an emergency and their child will be at the school for a prolonged period of time in the event of an emergency or disaster. The school provides bottled water but suggestions for the comfort kits are items such as a note from their parents, a photo, a small stuffed animal or toy, book or travel game, a glow stick and a couple of snack items such as granola bars or fruit leathers. Hoping to have all kits back at the school by November 7th.

Mona: Newsletter

In the next newsletter she will have a cut out section with all the PAC meeting dates and new start times on a list that can be cut out and posted at home so parents can plan ahead to try and get out to a meeting or two. Also looking at putting in a request form such as: " Yes I would like to attend BUT I need a babysitter, or I need a ride " Are

parents NOT coming because they cannot find sitters or rides? See if there is any interest with the feedback section to go home on the topic.

Ami: Secretary

No report

Ami: Bingo Rep

In Hall hours will be Nov 13th from 7-8:30. Mona putting a note in the newsletter to let parents know this is Hans Helgesen's allotted sponsor hours designation and any support would be greatly appreciated that night during those hours!

New Business: The BUDGET!

- Regular Account: \$8225
- Gaming Account: \$7505
- Each category was discussed as to what the money goes towards.
- Emergency Preparedness: Water, Ziploc bags, non perishable food, emergency supplies
- Fresh Fruit: Fruit and Vegetables to be distributed to the children twice a week for the entire year. (Thrifty foods smile card money received this year will pay for most or all of next year's fresh fruit program)
- Gifts: It was unclear at the end of June if any teachers would be retiring at the end of 2009. So money has been set aside in case there is a teacher or T.A. leaving. Again this money can be used elsewhere if not needed.
- PAC Needs: refreshments for PAC meetings, binders, printer cartridges
- Principals Discretionary: social responsibility and let's read charms and a small amount for her to use at her discretion. Principal has not received their budget allowance from the school district so cannot share their costs with us at this time.
- Website: cost to run the site and pay the monthly online bill.
- Special Requests:
 - Grade 6 year end fieldtrip to Camp Thunderbird
 - D.I.
 - Monitor Swims: cost of the bus / pool time
 - Beach Day: cost to bus the entire school to Witty's beach and back
- **Parent Education:** This is the cost to send 2 representatives from Hans Helgesen to be heard at the BCCPAC conferences in Vancouver. It was motioned and passed at the September meeting to allocate \$2000 this year for those conferences. (\$1000 each trip) The representatives that attend bring back valuable insight to what other schools are doing in the province and how they implement policy and procedures in their schools. They also attend many workshops on many useful topics which in turn they come back and share with the school, parents and PAC. ** There was a LOT of discussion on the money set aside for this particular portion of the budget. **Stephanie strongly disagreed with the amount of money put aside for PARENT education. She believes all the money should be spent on the children and she wanted to see \$1500 of the \$2000 allocated moved into other areas (such as bus costs for field trips, etc).** As we had already motioned last month to spend the money on conference and

Trudy and Kathleen had already attended one of the two conferences, a motion was made to move the left over \$800 from the Parent Education fund into the contingency fund. Kyara motioned we move the \$800 until we verify whether SPEAC will fund the BCCPAC AGM costs for two parents to attend in May, Trudy seconded the motion. This raised the contingency fund from \$500 to \$1300. All approved. Stephanie mentioned that SPEAC gives money to schools to attend conference and Hans Helgesen should have come to a meeting and asked for funding. Stephanie said that SPEAC has NEVER denied funding to any PAC that wanted to attend conference, but she could not tell us how much Hans Helgesen would receive for such a request as SPEAC has not received their budget. If SPEAC will indeed pay for our parents to attend the conference and AGM then we will gladly remove Parent Education from the budget in the future and move the funds elsewhere. Trudy pointed out to Stephanie that if SPEAC does not turn any PAC down for funding, then why doesn't every school have a representative at the conference. When it comes down to it, it's because there is no funding. ** As well the Secretary forgot to put in the minutes that these funds were voted on in the September meeting. The PAC nominated Trudy Court and Kathleen Church to be the members sent to conference supported by PAC dollars and Kyara made the motion but also added that we allocate \$1000 per conference to come from our budget. This motion was passed by all attending members of September's meeting (which Stephanie did not attend). It was stressed that this point should have been noted in the past minutes which the secretary apologized for accidentally omitting.

- Fieldtrips: bus costs, rental of pool time or program attended
- Let's Read: cost of ribbons and charms, books
- Memberships: BCCPAC, Sports Council (to attend district meets)
- Bursary: to be awarded to a graduating past Hans Helgesen Student
- Sports/Playground Minor: replace old gym equipment (i.e. old bent hoola hoops, hockey sticks etc)
- Partners Program: Again another discussion. When budget was made this was going to be a 3 evening course so it was going to cover costs for entertaining the kids (snacks, movie etc) while the parents were learning. Now this program is going to be offered in the afternoons. Ann (our acting principal) will look further into what costs will be incurred with this program and get back to us. The funds were approved but if they are not going to be spent as they were originally intended then Ann will have to request permission to use the funds in a different way.
- Assemblies: Performances throughout the year: speakers, musicians, actors
- Music: repairs to musical instruments and music listening CD's
- Crafts: Supplies / Cold glue guns
- Clubs: Cross Country: Fruit
 - Track and Field: fruit, ribbons, participation charms
 - District Meet: Bus cost, fruit
 - Skipping Club: skipping ropes
 - Gardening Club: plants

Motion on the floor by Trudy Court to approve the Budget and amended changes to it:
Seconded by Ami Crooks
Everyone was in favour of the budget EXCEPT for Stephanie Longstaff who
STRONGLY disagreed with it.

Conference review was tabled until November as meeting was getting late.

Trudy asked permission to write a Resolution to find out who in the School District was responsible to follow through on IEP's (Individual Education Plans) and make sure they are being implemented and followed through on a regular basis. IEP's are a program for students with learning disabilities, special needs and gifted children. The questions are; are these kids getting the programs they need and are the programs they are in working. If not: who is accountable in the district to make sure the funding is being used properly to make this program work? Mona had difficulty understanding why we could not look into this answer ourselves? Trudy explained that she had 15 other schools agree with her that this is a subject that needs to be addressed. Unfortunately as Trudy JUST got back from conference late Sunday night and worked 2 jobs on Monday she did not have time to prepare a written submission for review but she felt it was important to pose the question to the PAC this evening rather than wait for a month until the next meeting. Ann stepped in and said that there is an audit process that the district does each year (but each school is not audited each year). A child's name will get chosen and the paperwork is scrutinized with a fine comb. The question of who attends these audit meetings was also raised. This topic was tabled for the Nov meeting. As the resolution needs to be written and submitted by Dec 31 there may not be enough time to get it in now, but it will be discussed next month.

The meeting was moved to adjourn at 9:54pm by Kyara Kahakauwila and seconded by Shannon Rempel.