

Norma Rose Point PAC Meeting Minutes

Date: December 5, 2017

Location: NRP Library

AGENDA

Approval of November 2017 PAC Minutes

PAC Chair Report

Financial Report

Committee Reports

Staff Report

New Items

PAC Executive in attendance: Sharon Yu (Chair), Kelli Kadokawa (Co-Secretary), Julie Wang (Communication Chair); Rachel Wu (VSB DPAC Representative); Hisham Zerriffi (Co-Treasurer), Jody Yau (Past Chair), Beth Krisciunas (Lunch Committee Chair), Monica Ma (Social Events Committee Chair)

School Admin & Staff in Attendance:

Rosa Fazio (Principal), Karen Noel-Bentley (Vice Principal), Dana Aweida (Salish Sea, Grade 8), Nicholas Blanchard (Alder, Grade 1/2)

Call to Order: 6:34pm

Greetings and acknowledgement that we live and work on the traditional lands of the Musqueam People.

Approval of November PAC meeting minutes

Motion: To approve the minutes from the November PAC meeting. Beth K. moved to approve, Jody Y. seconded. All in favor, motion passed.

PAC Chair Report - Sharon

- Letter was sent to the current UNA executive regarding road safety on Thunderbird Blvd.
 - Safety in this area is within UNA jurisdiction (not UBC).
- PAC received a letter from Balmoral (Hampton Place). Residents have raised concerns (traffic, safety) over students taking a shortcut through their parking lot
 - Rosa suggested that the PAC speak to Balmoral management about this concern. Jody volunteered to work on this.
 - There are no "Private Property" signs in the area.
- PAC Co-Treasurer, Ray Duan, has resigned due to personal reasons. As such, the Co-Treasurer role is now vacant (currently shared with Hisham Z.)
 - PAC seeks a new Co-Treasurer to support the General Treasurer with the day-to-day reconciliation of lunch finances etc.

Motion: To remove Congrui (Ray) Duan as signer for the PAC VanCity Account, and to add Jody Yau as a signer for the PAC VanCity Account. Csilla moved to approve, Monica seconded. All in favor, motion passed.

Financial Report - Hisham & Sharon

- Overview of PAC bank account balances

- Direct appeal: \$6900/\$25135 spent
- Gaming grant: \$4000/\$15000 spent
- Sharon introduced the idea of the Helping Hand account (see Helping Hand background at the end of the minutes).
 - It should be noted that unlike Direct Appeal donations, tax receipts will not be issued for donations to the Helping Hand fund.
 - Question: Will we carry forward any unused funds to the following year?

Motion: To establish the “Helping Hand” sub-account of the PAC VanCity Account to support in-need students with lunches, school fees, field trip fees and camping fees. Hisham moved to approve, Beth seconded. All in favor, motion passed.

Lunch Committee - Beth

- We are short on lunch volunteers for January. There is a new lunch volunteer signup portal via the PAC website

Action: Parents and care-givers: Please sign up to volunteer for lunch duty.

- What to do when a hot lunch has been ordered on a day when there is a field trip:
 - Beth will keep an eye out for these occurrences and will cancel the hot lunches accordingly.
- What if a hot lunch has been ordered but the child is sick?
 - Parents can pick up the lunch, otherwise any left-over lunches are offered to K-5 students as a priority. Any middle school students who do not have a lunch are asked to call home to make arrangements.
- Reminders are sent home to remind parents to order for the following month.

Parent Education Committee - Julie

- Parent Resource tab on the PAC website has lots of great resources.
 - BC Curriculum FAQ is now online
- Parent Reading Group activity
 - December 15 planning meeting
- Parent Conversation Group met on November 24.

Social Events Committee - Monica

- Multicultural Day is coming up in February.
 - To date, the following countries/cultures/peoples will be represented: India, China, Japan, Iran, Tanzania, Israel, Korea, Ukraine, Bulgaria, Venezuela, Turkey, First Nations.
 - Grade 7/8s may contribute with a project.
 - Meeting to discuss Multicultural Day: December 12, 9AM
- Spring Fair - community-building party with carnival games, a few big ‘rides’.

Staff Report - Rosa and Karen

- Communicating Student Learning - there will be no report card in December. Report cards will be sent home by the end of January.
 - The report cards as they were didn’t really support the new curriculum.
 - A new template is being followed, which includes a mid-year written progress report.

- This includes a written portion on student's learning strengths, areas for growth and ways to support growth.
 - It also includes a simple scale for how the student is doing: Acquiring, Developing, Refining and Mastering.
 - Extending is not on the scale. Students are continually encouraged to keep extending.
 - Question: Is there a gifted program at NRP:
 - There are challenge programs at other schools, but the goal at NRP is to incorporate the 'gifted' students.
 - Dana: Students who wish to be challenged are encouraged to work together. Instead of moving ahead, they go in-depth and try different applications.
 - Goal-setting conferences scheduled for March.
- Academic & sports teams at NRP
 - NRP has the most teams than any other school.
 - Any time there is a competition at least 6 staff members are in attendance.
 - Teachers often go above and beyond in their support of school teams.
 - The Debate Team made it to the regionals and then the provincials and secured a 3rd place finish.
 - What a difference a few tournaments make - these team members are full of confidence.
 - We are lucky to have teacher support, thanks to Karen Noel-Bentley.

Meeting adjourned: 7:46pm

Next PAC meeting: Tuesday, January 16, 6:30 - 7:30pm. All are welcome, babysitting will be provided.

Helping Hand Background:

Background: Since 2013/2014, NRP (at that point Acadia Road School), has had a history of PAC brining in some sort of lunch program. Initially it was to give back to families for working so hard to raise money for our first playground. Once the new NRP site opened we continued the program 2 days/week and raised the price by 10% as a way to raise funds as there was a sense in the school community of donor fatigue. By 2015/2016 the PAC rolled out the 5 day/week lunch program along with the program HotLunches.net. We realized they had a "Donate a Lunch" button that we decided to start utilizing so we could start helping students that were coming to school with no food. Since then, the lunch program continues to grow. What has always stayed the same is the fact we continue to only raise the price of each item, on average, by 10%. We also continue to support families and students by using some of the lunch funds to pay for lunches for those students the school identifies. **Please note that both Boston Pizza and Calhoun`s provide those meals at 50% discount to PAC. Sushi Sushi provides extra sushi each Tuesday and Thursday rather than the 50% discount.

In an effort for clarity regarding PAC assisting some families and students in the school community who are for any number of reasons, unable to provide lunch for their child or pay for things like school fees, field trip fees, camping fees, the PAC exec would like to bring forward the following: "Helping Hand"

- i. PAC will continue to support in need students on an ongoing, year to year basis, by paying for their lunches through the PAC run Lunch Program funds raised. Should circumstances with the lunch program change, the PAC Executives will bring forward a motion to adjust the policy.
- ii. PAC will help pay for additional expenses for families unable to do so for things such as field trips, camping trips, in case the school is unable to find the funds to do so.
- iii. All expenses will come from a newly established “sub account” of our Vancity Account that we will call “Helping Hand”. Funds for this account will be taken from the Lunch Program Fundraiser and direct donations to the fund are accepted.
- iv. For direct donations to “Helping Hand”, please use PayPal button on the PAC website or write a cheque to Norma Rose Point PAC. PAC won’t be able to provide a tax receipt for direct donation.
- v. The school admin will have the ability to get access to the funds through directly speaking to the PAC Chair and Treasurer.
- vi. The “Helping Hand” account will start off with \$5,000. If there is a need at any time for more funds to be added, the Chair and Treasurer will bring a motion to the earliest PAC meeting.
- vii. At the AGM, the treasurer will add a motion to re-establish the \$5,000 amount. He/she will have the ability to request a higher amount if he/she feels it is needed.
- viii. Parents will receive, through the PAC meetings, ongoing updates on number of students being supported and total money spent such lunches. (please be aware there will be no personal information released about the students or their families) or other expenses from the “Helping Hand” account.