

## Norma Rose Point PAC Meeting Minutes

**Date:** September 18, 2019

**Location:** NRP Library

### AGENDA

Approval of June 2019 PAC Minutes

PAC Chair Report

Committee Reports

Financial Report

School Report

New Business

**PAC Executive in attendance:** Jody Yau (Chair), Jeanine Rhemtulla (Treasurer), Donghong Liu (Lunch Treasurer), Jennifer Figarski (Volunteer and Events Chair), Fei Liu (Parent Ed. Chair), Sharon Yu (Past Chair)

**Parent in attendance:** Kelli Kadokawa, Julie Wang, Rachel Wu, Amy Vozel, Bahareh Sinaki, Xin Qiu, Mila Cyr, Sunjoon Kim, Dan Lin, Alina Zhang, Preeti Jaiman, Erin Huang, Xi Chen, Frank Wood, Donna Ho, Yolanda Chen Li, Jessica Carry, Ainsley Carry, Yuki Namekawa, Min Zhu, Naama Rotem-Kohari, Henry Mao, Kimi Gordon, Biony Mascarenhas, Ivan Pak, Donna Zhou, Lyndsay Campbell, Csilla Tamas

### School Admin & Staff in Attendance:

Ian Cannon (Principal), Teena Smith (Vice Principal)

**Call to Order:** 6:33pm

**Greeting:** Please join us in acknowledging that we live on the unceded traditional lands of the x<sup>w</sup>məθk<sup>w</sup>əyəm (Musqueam) People's.

**Approval of June 2019 PAC meeting minutes - Postponed to Oct. AGM**

### PAC Chair Report - Jody

- Welcome and Introduction of PAC Executives and NRP Staff in attendance
- What role does PAC play? ie: collaborate with school but not the final decision makers. Support school

#### *Links of note:*

School Act: [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/96412\\_00](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96412_00)

Students and Parents: [http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/96412\\_02#division\\_d2e20103](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96412_02#division_d2e20103)

\*\*\*\* More detailed information can be found on the PAC Website: \*\*\*\*

<https://nrppac.wordpress.com/about/>

- What role do PAC Executive play and how is it different to all other parents (who are also automatically part of NRP PAC)? - we are the link between parent and school

- What if a parent has a question or concern?? What is the Communication Pathway?

*Link of Note:*

VSB Conflict Resolution Policy: [https://www.vsb.bc.ca/\\_layouts/vsbwww/arch/default/files/conflict-resolution.pdf](https://www.vsb.bc.ca/_layouts/vsbwww/arch/default/files/conflict-resolution.pdf)

- How do I find out what my child is going to be learning this year??

*Link of Note:*

BC Curriculum: <https://curriculum.gov.bc.ca>

### Committee Report

- **Lunch Committee - Jody**
  - o Lunch delivery started on Monday Sept. 16
  - o Lunch Committee is connecting with a new Sushi cater and looking forward to trying it out on Nov. 1
  - o Lunch Committee is asking for feedbacks from students and parents regarding food quality, price, menu selection, etc.
  - o Gr. 6 will help with counting/sorting and delivering lunches to lower grades this year

**Question:** There are some sushi selections now, where/who is the provider?

**Answer:** From Calhoun's, who hires 3rd party sushi place, price is higher but size is better.

- **Event Committee - Jennifer**
  - o Staff Appreciation Lunch: twice a year we set up luncheon for NRP staff to express our thanks to their hard work, parents will be asked to bring food from home. Next one in Oct, signup link will be posted on PAC website
  - o Multicultural Day - Feb. 10, 2020: this year we will set one theme for different countries/cultures to be focused on
  - o Spring Fair in May
- **Parent Ed. Committee - Fei**
  - o will continue delivering useful information for parents
  - o will seek opportunities to collaborate with school counsellor

### Financial Report - Jeanine

- Please refer to attachment

**Question:** Can we use Gaming Grant for coding related education?

**Answer:** Jeanine - that's within the curriculum which cannot be paid by gaming grant.

**Question:** What's the budget for Raz-Kids and other educational resources?

**Answer:** Jeanine - That's being managed by the school.

**Question:** Does school have any online education or outside educational resources to recommend?

**Answer:** Teena - school cannot recommend any private/commercial educational resources.

Sharon - parents can share tips at parent ed. nights/sessions.

#### **Staff Report - Ian and Teena**

- please refer to attached report
- Traffic
  - o Ian has a big concern with NRP traffic at drop off and pick up
  - o one parent recommend a PAC Traffic Committee
  - o main focuses on: 16th Ave. crossing, Ortona Rd., Osoyoos Crescent
- Lunch
  - o this year, the school is adopting reverse lunch hours that allows students to go outside play first before eating lunch - a lot of positive feedbacks
  - o lunch buddy program: Gr. 7 will help Gr. 1/2, Gr. 6 will help K
- Focus: Students happiness level at school

#### **New Business**

- Call out for Parents to join the PAC Executive

|                          |
|--------------------------|
| PAC CHAIR / CO-CHAIR     |
| PAST PAC CHAIR           |
| SECRETARY                |
| TREASURER / CO-TREASURER |
| LUNCH TREASURER          |
| LUNCH CHAIR              |
| EVENT CHAIR              |
| VOLUNTEER CHAIR          |
| PARENT EDUCATION CHAIR   |
| TRAFFIC COMMITTEE        |
| SOCIAL MEDIA CHAIR       |
| DPAC REP                 |
| MEMBER AT LARGE          |
| MEMBER AT LARGE          |

- PAC website needs to be updated

**Meeting adjourned: 7:39pm**

**Next PAC AGM: Wednesday, Oct. 2, @ 6:30pm**

**Norma Rose Point PAC ---- Gaming Grant Update (As of  
Sept 15, 2019)**

**REVENUE**

2018/2019 Gaming Grant \$19,926.44  
\$19,926.44

**TOTAL REVENUE \$19,926.44**  
**\$19,926.44**

**EXPENSES**

**Extra--curricular School Events**

7/8 Leaving Ceremony \$2,000.00  
Club Competitions \$5,000.00  
\$1,732

**Small Grants for Extra--curricular Clubs**

Restranging guitars \$1,000.00  
\$1,000  
New Canopy tents and flag for sports teams \$2,200.00  
\$2,200  
Misc club support (volleyball, safety patrol, etc)  
\$762

**Resources to Improve Student Experience**

Earthquake Supplies \$300.00  
Sports Equipment \$10,000.00

**TOTAL EXPENSES \$20,500.00**  
**\$5,693.49**

**BALANCE --\$573.56**  
**\$14,232.95**

**NRP--PAC Bank Account Update \* Sept 1, 2018 -- June 15, 2019**  
**Starting Balance for the Year (Sept 1, 2018)**

**34,609.55**

**Revenue**

Hot Lunch Payments (to June 15)

256,803.48

Direct Appeal Donations

7,030.00

Bank Interest

49.54

Spring Fair Donations

8,215.91

**sub--total**

**272,098.93**

**Expenses**

Hot Lunch Vendor Payments/Parent Refunds

212,940.16

Direct Appeal Refunds

7,016.20

NRP Support (as budgeted at AGM)

9,987.13

PAC Events (Multicultural Day, Spring Fair)

6,247.16

Misc (Babysitting, Coffee etc)

1,036.27

Bank fees

5.00

**sub--total**

**237,231.92**

**Current VanCity Balance**

**69,476.56**

**Receivables (money owed to us)**

Lunch Accounts Receivable (\$ parents owe us)

807.65

Lunch Payments that Muncha Lunch owes us

363.20

**sub--total**  
**1,170.85**

**Liabilities (money we owe to others)**

Lunch Accounts Payable (credits owed to parents)

3,373.55

Lunch Vendor Payable (owed to lunch vendors)

22,294.74

Prior Year Expense to be Paid

(141.90)

Direct Appeal from Last Year (owed to NRP)

575.63

Direct Appeal Donations (owed to NRP)

550.00

Direct Appeal Refunds (not yet cashed)

700.00

PAC Budgeted Expenses 2018/2019 (not yet spent)

8,296.00

**sub--total**  
**35,648.02**

**Estimated Funds Available Currently**

**34,999.39**

**Norma Rose Point PAC ---- Gaming Grant Update (As of Sept 15, 2019)**

|  | <b>2018/2019 Proposed</b> | <b>2018/2019 Actual</b> |
|--|---------------------------|-------------------------|
| <b>REVENUE</b>                                     |                           |                         |
| 2018/2019 Gaming Grant                             |                           | \$19,926.44             |
|  | \$19,926.44               |                         |
| <b>TOTAL REVENUE</b>                               |                           | <b>\$19,926.44</b>      |
| <b>\$19,926.44</b>                                 |                           |                         |
| <b>EXPENSES</b>                                    |                           |                         |
| <b>Extra--curricular School Events</b>             |                           |                         |
| 7/8 Leaving Ceremony                               |                           | \$2,000.00              |
| Club Competitions                                  |                           | \$5,000.00              |
|  | \$1,732                   |                         |
| <b>Small Grants for Extra--curricular Clubs</b>    |                           |                         |
| Restringing guitars                                |                           | \$1,000.00              |
|  | \$1,000                   |                         |
| New Canopy tents and flag for sports teams         |                           | \$2,200.00              |
|  | \$2,200                   |                         |
| Misc club support (volleyball, safety patrol, etc) |                           |                         |
|  | \$762                     |                         |
| <b>Resources to Improve Student Experience</b>     |                           |                         |
| Earthquake Supplies                                |                           | \$300.00                |
| Sports Equipment                                   |                           | \$10,000.00             |
| <b>TOTAL EXPENSES</b>                              |                           | <b>\$20,500.00</b>      |
| <b>\$5,693.49</b>                                  |                           |                         |
| <b>BALANCE</b>                                     |                           | <b>--\$573.56</b>       |
| <b>\$14,232.95</b>                                 |                           |                         |

**Wednesday, September 18, 2019**  
**Administrator Report (Ian and Teena)**

1. All classes are now settled, we are currently enrolling 777 students in 32 divisions. The school has waitlists for some grades. All teachers have been hired, we are waiting for 2 School Support staff to be placed at NRP. Replacing Ms. Abbey Bell on September 30 will be former NRP Grade 6 teacher Ms. DeRosa.
2. Student Activities – for term 1 cross country and soccer teams are in the organizational stage and we are waiting for schedules. School sponsored after school activities include Dance Team and Coding. Private rentals include Mad Science and Young Rembrandts. We are working with the Community Schools Team, who are looking to schedule yoga and art classes, a babysitting course and a first aid course as after school activities.
3. Student drop off and pick up - Safety patrol will be trained Sept.25 by the VPD and active that day. I am very worried that due to the parent traffic we will eventually have an accident where a student is injured. As well, Ortona road is impassible at times due to parked cars. Solutions must be found and practices must be changed. Parents may park in the day care drop off zones.
4. Reverse lunch hour – Has been successful so far, students and have been eating more of their lunch are not rushing to eat then go outside as before. The primary classes have grade 7 lunch buddies to assist in their rooms while eating, the grade 6 students have been assisting the Kindergarten classes.

5. Student Lunch Drop Off – Adults are reminded to bring student lunches into the office. The lunches will be delivered by staff and office monitors. It is very difficult for us to monitor adults on the playground, for the sake of student safety please drop the lunches at the office. The students begin eating at 12:30 pm.

6. School Goal – our main goal this year is building a stronger school community and a sense of belonging with students.