

# Gilpin PAC

## Meeting minutes

**Date**  
Wednesday January 18, 2017

**Location**  
Library

**Called to order**  
7:03 pm

**Co-Chairs**  
Heelah Tai and Gill Bassett

**Secretary**  
Jen Lupichuk

**Adjourned**  
8:46 pm

Attendees: Heelah Tai (co-chair), Gill Bassett (co-chair), Blake Briscoe (principal), Ann J., Ed Sit (treasurer), Brad A., Jen Lupichuk (secretary), Marcus L., Jeevan Dosanjh (teacher), Wendy S., Harnek B. (DPAC Rep), Vanessa, Joanne H. (DPAC Rep), Helen S.

Action	Discussion	Action Item
Call to order – Gill		
MOTION Carried	Approval of agenda - Agenda amendment: items added to agenda including Grade 7 Committee Report, Discussion of Afterschool Activities	
MOTION Carried	Approval of last meeting's minutes	
Report from the <b>Principal.</b> (Blake)	<ul style="list-style-type: none"> <li>- Wanted to acknowledge that Jacob B. has offered to help with the snow removal every day.</li> <li>- Basketball is happening with coaches: Mr. Rich and Joanne H.</li> <li>- Grade 4 and 7 Foundation Skills Assessment (FSA) testing will begin and continue over next few weeks.</li> <li>- Tuesday January 31<sup>st</sup> is Jersey Day at Gilpin School.</li> <li>- The \$50 Million provided to school districts from the Ministry of Education will act as a “band-aid” until the end of the school year. Gilpin asked for 0.5FTE for Learning Support and school counselor.</li> <li>- Wednesday February 1<sup>st</sup> is the beginning of Kindergarten Registration in the Burnaby School District.</li> <li>- Mr. De Sousa will be putting on spring music show with Ms. Leong. This “Star Wars” themed school play will involve all of the classes. Parents will be welcome to watch the play. The exact dates are yet to be announced.</li> <li>- Continuing to research ordering of new sport jerseys for Gilpin</li> </ul> <p><b>Jeevan (teacher) Reports:</b></p> <ul style="list-style-type: none"> <li>- Monday January 30<sup>th</sup> is the Roberta Kennedy performance. Roberta will teach and share stories from her Haida culture.</li> </ul>	
Report from the <b>Treasurer.</b> (Ed)	<ul style="list-style-type: none"> <li>- The budget and accounts are doing well. The general account balance is increasing. Expenses include microphones, consumables and transportation.</li> <li>- Fundraisers have generated income such as: Hot lunch \$2800, Gift card, Cookies and Pies \$552.</li> <li>- The Burnaby School Board Grant for \$156.42 has been allotted to Gilpin’s PAC.</li> <li>- Gilpin School paid \$262 back to PAC for unused consumables.</li> <li>- PAC is holding money for Grade 7s from their fundraisers. The</li> </ul>	Blake –to phone accounting department and clarify the rules around transportation and money allowed to be used for extra curricular

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	<p>amount is \$2248.58 which is a good start.</p> <ul style="list-style-type: none"> <li>- Pancake breakfast cost the PAC \$522.</li> <li>- Gilpin PAC has paid for their annual BC PAC Membership.</li> <li>- There is \$4800 in the gaming account at this time. We received the cheque for \$20/student.</li> <li>- Money owing back to PAC is \$2200. Ed asked if we could apply some of the transportation costs to this money coming back into our account. The reason for his question is that there is a new BC Community Gaming Account pamphlet posing issues around what is allowed for paying for transportation only for extra-curricular.</li> <li>- There may be extra costs with regards to an engraved plaque that acknowledges donations received for the new playground. The District wants to put a certain type of plaque that will withstand time, weather and possible graffiti. An invoice was received by PAC from accounting, however, PAC has already paid \$1200.</li> </ul>	<p>Gill/Heelah/Ed –to follow up with Accounting Department with regards to the invoice for the plaque payment</p>
<p>Report from <b>DPAC Representative(s)</b>. (Joanne &amp; Harnek)</p>	<ul style="list-style-type: none"> <li>- DPAC Meeting was on Monday January 16<sup>th</sup>. The following items were presented at that meeting: <ul style="list-style-type: none"> <li>- The Treasurer (new) spoke about snow plan and budget consultation process.</li> <li>- The Traffic Safety Committee from the City of Burnaby presented about current topics regarding: crosswalks locations and issues, speed bumps and how residents pay for these.</li> <li>- The Restored Collective Agreement Funding means there will be 37 job postings out in the Burnaby District. Gilpin requested some of this FTE and hope the position will be for Feb. 1<sup>st</sup> and continue to June 2017</li> <li>- There is an opportunity for parents to give feedback and input online until February 28<sup>th</sup> with regards to reporting style.</li> <li>- There will be a presentation at Maywood School about Online Safety for Children. Refer to emails from PAC and get your registration in ASAP. Spaces are limited.</li> </ul> </li> </ul>	
<p>Report from the <b>Grade 7 Committee</b>. (Joanne)</p>	<ul style="list-style-type: none"> <li>- Funds raised from recycling project includes \$234 from 34 bags of recyclables.</li> <li>- Parents are welcome to submit any photos they have taken at school event. These may be submitted on a memory stick for the Grade 7 Year Book Committee.</li> <li>- Another samosa fundraiser will happen in March, likely before spring break. More information to come.</li> <li>- The Grade 7s will attend Camp Jubilee in Deep Cove.</li> </ul>	
<p><b>Library Update</b> (Gill &amp; Heelah)</p>	<ul style="list-style-type: none"> <li>- According to the survey done in the spring of 2016, parents felt strongly that the Gilpin library needs updating and should be a top priority for PAC initiated projects.</li> <li>- Proposing that \$15,000 of PAC funds be used for this Library Update Project.</li> <li>- Gill, Heelah, Blake (principal) and Emily (librarian) have met regarding updates and possible renovations. They would like to go ahead with ordering and begin the updates as soon as possible. With the research they have done, they have determined: <ul style="list-style-type: none"> <li>- The space is currently very congested and needs to be</li> </ul> </li> </ul>	

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	<p>designed to be a social space that is “user friendly”, good for multi-purpose, has room for displays and technology. Structural changes take time to happen within the district, so other solutions to be done in the meantime include using PAC money for: purchasing x15 dedicated computer tables (that take up less space), stools, good quality bean bags (x3), a rug, window coverings.</p> <ul style="list-style-type: none"> <li>- It is possible that later the committee will consult with the District staff with regards to removing and painting walls, installing shelving, themes, and murals.</li> <li>- <b>A short PAC Meeting will be held after the Saleema Noon presentation on <u>February 15, 2017</u> to put forward a motion to commit \$15,000 of the PAC budget to updating the library space.</b></li> </ul>	
<b>Hot Lunches</b> (Heelah)	<ul style="list-style-type: none"> <li>- To date, we have paid a total of \$231.44 in Paypal fees with the new online hot lunches. Not many people are paying by cheque anymore.</li> <li>- After using online system, it has been easier to administer the hot lunches and number of volunteer hours organizing it have been reduced.</li> <li>- Orders dropped on some lunches – suspect parents are not used to remembering to order online.</li> <li>- System automatically drops orders if not paid, sends an email to the parent</li> <li>- No complaints about the online ordering system so far; the positive feedback received from parents include: liking the weekly reminders, ability to pay by credit card, and parents like the \$5 price point</li> <li>- Still looking for suppliers, like to try new ones for Mar-June</li> <li>- Losing Boston Pizza due to one location closing and trying to see if another location can handle our lunch orders.</li> </ul>	
<b>Book Drive; Little Free Library</b> (Ann)	<ul style="list-style-type: none"> <li>- We are having a “<b>book drive</b>” and are looking for new and gently used books. There will be morning announcements about this all next week</li> <li>- Jeevan (teacher) will be collecting and storing books</li> <li>- On Friday January 20th, Sydelle and Ann will be organizing and sorting the books at school.</li> <li>- Teachers can choose from the collected items to add to their school classroom libraries. Then Emily (librarian) can choose from what is there too.</li> <li>- Next, we are creating a <b>Little Free Library</b> where the motto: “Take a Book, Leave a Book” will prevail. The set up will be on the school property and will look much like the ones you may have seen in the community (i.e. wooden structure, with enclosed waterproof space for books to be stored and traded by community members)</li> <li>- We are currently looking for a woodworker at Moscrop, our catchment school to build it. Sydelle will approach Home Depot for the supplies.</li> </ul>	
<b>Seleema Noon’s Workshop</b> (Gill)	<ul style="list-style-type: none"> <li>- According to the survey done in the spring of 2016, 50% of Gilpin parents want Saleema Noon to present in our community. \$1,500 has been allotted from PAC funds to offer Saleema’s workshop to</li> </ul>	

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	<p>Gilpin students and parents.</p> <ul style="list-style-type: none"> <li>- The basis for the topics in Saleema’s workshops are directly linked to the BC K-7 Curriculum.</li> <li>- The <b>Parent Session with Saleema is on Wednesday February 15<sup>th</sup> from 6:30-8pm</b> and is open just to Gilpin community. <i>*Please RSVP to Heelah or Gill via email.</i></li> <li>- The <b>Student Sessions are Friday February 17<sup>th</sup>:</b>  <b>10:00-10:45 for K-3 students</b>  <b>11:00-12:00 “Body Science Talk” for Grade 4-7 students</b>  <i>*Please RSVP to Heelah or Gill via email.</i></li> <li>- These sessions are optional as it is a PRO-D day.</li> <li>- Gill met with Raffi (teacher) regarding feedback from the staff. Teachers are open to having Saleema Noon come in for in-class</li> <li>- For the 2017/2018 school year, we need to book ASAP.</li> </ul>	
<b>Afterschool Activities</b> (Gill)	<ul style="list-style-type: none"> <li>- With regards to what has recently been offered as afterschool programs through Burnaby Parks and Rec, some parents would like more to be offered at Gilpin</li> <li>- Programs have limited space, seem short and fill up very fast.</li> <li>- Bring your ideas to next meeting: What afterschool activities would you like to see?</li> </ul>	Gill/Heelah –to ask for more spaces and offers of programs through Burnaby Parks and Recreation
<b>Next Meeting</b>	<b>February 15, 2017</b> –short PAC meeting to vote on budget amendment. This meeting is happening after Saleema Noon’s presentation that evening. <b>April 12, 2017</b> –regular PAC meeting at 7:00pm in the Gilpin Library	
Meeting adjourned 8:46 pm		