



# Gilpin PAC

## Meeting minutes

**Date**  
Tuesday, October 1, 2019

**Location**  
Library

**Called to order**  
7:01 pm

**Chair**  
Linda Schmidt

**Secretary**  
Marcus Lau

**Adjourned**  
8:15 PM

**Attendees:** Linda Schmidt (Chair), Lisha Martens. (Vice-chair), Ed Sit (Treasurer), Blake Briscoe (Principal), Marcus Lau (Secretary), Jen Adkisson, Trish Medynski, Amber Hubbs, Harnak Bhatti, Mike Kaila, Heelah Tai

Action	Discussion	Action Item
Call to order	The meeting was called to order at 7:01 PM  Roundtable introduction was held for those in attendance.	
MOTION [1] Harnak B. [2] Jennifer A. Carried	No additional agenda items were brought forward for discussion at this time.	
MOTION [1] Heelah T. [2] Jennifer A. Carried	Approval of minutes from May 14 <sup>th</sup> meeting were approved as circulated.  Heelah noted that <a href="https://gilpin.burnabyschools.ca">https://gilpin.burnabyschools.ca</a> website shows DPAC Reps: Harnak Bhatti and Heela Tai. She wants to be the DPAC rep backup instead of a rep. Agreed and will update the website.	Information on website to be updated.
<b>Principal Report</b> (Blake B.)	<ul style="list-style-type: none"> <li>237 students this year in 11 divisions. Last year Gilpin had 238.</li> <li>New staff for this year: <ul style="list-style-type: none"> <li>Mr. Woo as Grade 4/5 teacher</li> <li>Ms. Ching as Education Assistant</li> <li>Ms. Dixon as Education Assistant</li> <li>Ms. Mohamed as Education Assistant</li> <li>Ms. Ridd as Education Assistant</li> <li>Ms. Carvalho Education Assistant</li> <li>Ms. Sing as Speech Language Pathologist</li> <li>Ms. Singbeil as Learning Support Service until end of Nov.</li> <li>Ms. Ballos as Grade K/1 teacher</li> <li>Ms. Seges as Grade K/1 teacher</li> <li>Ms. Merola as Learning Support Service</li> <li>Mr. Singh as custodian</li> </ul> </li> <li>Returning staff for this year: <ul style="list-style-type: none"> <li>Ms Cho returned from maternity leave</li> <li>Ms. Dosangh returned from leave</li> </ul> </li> <li>Gala was a huge success. Thanks to Jennifer and Tara.</li> <li>Terry Fox run was different this year. Donations received so far is around \$2000 but will continue to collect until the end of the week. Primary students ran last year's intermediate's route. Intermediate went around the block. Check marks, representing the provinces, were collected while running but</li> </ul>	Blake to look more into the wish list programs, one dance and one sports. Looking to tentatively booking people. Blake asked to enquire about the circus program as well.

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	<p>Alberta was missing. Afterwards, there was a BBQ for the children. About 400 hotdogs, face painting bubble stations, chalk drawings.</p> <ul style="list-style-type: none"> <li>• Orange shirt day was very successful and was tied in with the Celebration of Learning Assembly, COLA.</li> <li>• Cross country has been going and is about to wrap up</li> <li>• Volleyball for grade 4-7 has started</li> <li>• Soccer tournament during lunch hours by Ms. Gilliam.</li> <li>• Wish list for this year: <ul style="list-style-type: none"> <li>○ Looking to bring the pumpkin patch to Gilpin. We want to have the intermediates organize a pumpkin patch for the primaries. (\$1000)</li> <li>○ Remaining wish list items below around \$2000-\$3500 each <ul style="list-style-type: none"> <li>○ Dance program</li> <li>○ Circus to come to Gilpin (ie. Circus West)</li> <li>○ Tennis and try to book for better weather.</li> <li>○ Football</li> </ul> </li> <li>○ Blake asked about what the interest is from PAC. PAC wants to see 2 items from the above list. Suggestion made for coding program or vector drawing (ie. Bike camp)</li> </ul> </li> </ul>	
<b>Treasurer Report</b> (Ed S.)	<ul style="list-style-type: none"> <li>• Gaming account balance as of Oct 1<sup>st</sup>, 2019 is \$10,409.10. Not many changes: \$240 paid out for trophies and bank interest. Roughly \$6000 will be drawn for the playground upgrades just performed.</li> <li>• \$4760 gaming grant received based on \$20 per student dedicated to specifically to extra-curricular activities.</li> <li>• General account balance as of Oct 1<sup>st</sup>, 2019 is \$30,985.64. Most funds were accumulated from previous years. Last year \$27000 was budgeted for the playground. This account pays for most expenses: wish list, hot lunch suppliers, ,...</li> <li>• Ed needs to purchase additional cheques</li> <li>• Ed will be preparing the coming budget and distribute to PAC members for review.</li> </ul>	<p>Blake to supply invoices for the playground to consolidate account balances.</p> <p>Need someone to take on responsibility to maintain the Earthquake preparedness kit.</p> <p>Gather budget items by Oct 14 to Ed.</p>
<b>DPAC Report</b> (Harnak B.)	<ul style="list-style-type: none"> <li>• Discussed new district strategic plan for 2019 to 2024. 5 key points. <ul style="list-style-type: none"> <li>○ Thriving students. Strength based approach to learning and innovation. Also to embrace aboriginal culture of the district.</li> <li>○ Inclusive and caring community.</li> <li>○ An inspired workplace.</li> <li>○ Strengthen by partnerships. To increase partnerships in the community.</li> <li>○ A modern, safe and sustainable learning environment.</li> </ul> </li> <li>• The goal is for kids to be more adaptable when they graduate, leading to multi-career development paths. Ie. Concentrating on more word problems in math. The world is changing so fast, it's hard to know what we should be teaching them. Mental health and well-being is very important.</li> <li>• No vendor fair at the district.</li> <li>• There is a PAC101 training course on Oct 8<sup>th</sup> and a</li> </ul>	

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	<p>Treasurer101 training course on Oct 28<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>Nov 6<sup>th</sup>, there will be a discussion to Secondary schools about grading transitions. They will be discussing about vaping targeted to elementary students.</li> <li>DPAC membership payment already made. \$75</li> <li>Formula for distributing funding for secondary schools was discussed. The calculation used to be based upon the number of students. Now it is based on the number of courses taken.</li> <li>There is a pamphlet for Working Together to detail the steps on how to raise any concerns with the district.</li> </ul>	
<b>Debrief: Gilpin Gala</b> (Jennifer A.)	<ul style="list-style-type: none"> <li>Jen and Tara did an awesome job. Thanks to everyone.</li> <li>\$7353.66 was collected. Need to deduct costs for food and the Lions club. Currently net amount raised is \$6089.73. There are still items not collected, such as silent auction items, so final amount will change.</li> <li>The rain didn't really cooperate so most people stayed inside. Bouncy castles are not allowed anymore by the district.</li> <li>Face painting was amazing.</li> <li>The blocks and balloons were popular.</li> <li>There was a meeting held at 5pm on the same day that conflicted with the Gala. A suggestion was made to hold meetings on other days.</li> <li>Suggested providing Caesar salad and pizza for next year to make it more efficient. Maybe combine Gala with Multi-cultural dinner.</li> <li>Suggested to collect payments for the food using School-On-Line.</li> <li>Thanks to the teachers for coming</li> </ul>	
<b>New Business</b>		
<b>Parks and Recreation afterschool programs</b> (Rohan M.)	<ul style="list-style-type: none"> <li>Rohan Matts – Program coordinator for afterschool programs.</li> <li>Ready to set up programming for Jan to June 2020.</li> <li>There are spaces available for all sports</li> <li>2 spaces available for holiday workshop (For food and crafts)</li> <li>Science in the kitchen, Halloween and snack program</li> <li>Pop-up Playmobile is held on Saturdays but weather dependent (<a href="http://www.burnaby.ca/playmobile">www.burnaby.ca/playmobile</a>) (Sept 14 to Oct 26)</li> <li>Pumpkin parade to display carved pumpkin at Confederation park (Nov 1)</li> <li>Shadbolt program – Outreach program (For those interested in painting and sketching, clay, art, family programs)</li> <li>Cooking – Meals around the world</li> <li>Construction – Adventure playground, kinex,</li> <li>Babysitting –Last year, there was not enough children but will try again (The program is for ages 11 to 15 with a test. Basic first aid will be taught)</li> <li>17 surveys received so far.</li> </ul>	<p>Information will be sent out in a flyer. Rohan will email the information to Linda. Please fill out the survey that is distributed by the school twice a year.</p>
	<ul style="list-style-type: none"> <li>Lisha suggested to setup a sensory room for any child that needs to regulate or time away. The room would contain sensory items with the purpose of being a calming environment. Roughly 10ft by 10ft room. There is a room already pseudo setup with some items but needs to be enhanced. Add items like medicine balls, compression</li> </ul>	

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	pillows or heavy weighted blankets.	
	<ul style="list-style-type: none"> <li>There are only a few visitors to the Gilpin Facebook page. We would like more visitors to the group page and update it more.</li> </ul>	Send out an email to attract more attention to Gilpin's Facebook.
	<ul style="list-style-type: none"> <li>Succession planning was brought up.               <ul style="list-style-type: none"> <li>We are looking for a backup for Treasurer's position and tasks he performs.</li> <li>Jennifer is taking over for Heelah</li> <li>Rachel is taking over for Celia for Hot Lunch.</li> <li>Jennifer will continue working on Gala for 1 more year</li> </ul> </li> </ul>	<p>Gather a list of duties/tasks performed by the Treasurer.</p> <p>Look for someone to shadow Jen to run the Gala.</p>
	<ul style="list-style-type: none"> <li>Suggest to have a paid videographer for performances then sell copies to pay for the service. Or by donation.</li> <li>Other schools have rules for no phones, cameras, videos during performances.</li> <li>Blake is in agreement but needs support to enforce this during the event. Concerns about the distribution of the video as the information needs to stay in Canada.</li> <li>Maybe have one performance allowing videotaping and one performance without.</li> </ul>	<p>Get more input from the community.</p> <p>Lisha to look for a videographer.</p>
Next meeting date	<ul style="list-style-type: none"> <li>Next meeting will be the budget meeting. Scheduled date needs to include 2 weeks' notice after presenting the budget. Scheduled date is: November 5<sup>th</sup>, 2019 at 7:00pm</li> </ul>	

*There being no further business, the meeting was adjourned at 8:15 PM*