

Lord Kitchener Elementary School
Parent Advisory Council (PAC) Annual General Meeting
Tuesday, September 25, 2018
7 pm - Library
Minutes

Parents present: 22 parents including PAC executives

Lord Kitchener Staff present: Debra Nothstein, Angela Stewart, Stacey Shaw

- 1. Welcome and call meeting to order - Joyce 7:06 pm**
- 2. Introduction of PAC Executive Team:** Joyce Cheung and Angela Whitney (Co-Chairs), Erica Lau (Secretary/Parent Education), Jean Kim (Direct Appeal), Caroline Calvert (Communications), Julie Aselstine (Parent Education/Wish List), Annie Hsu & Lorie Welsh (Treasurer)
- 3. Approval of May AGM minutes - by consent**
- 4. Reports and Updates**
 - a) **PAC Co-Chairs (Joyce & Angela):** Call for volunteers, PAC will be sending out surveys soon
 - b) **Principal's Report (Debra Nothstein):**
 - **School Cash Online** (new program) -- 83% of parents have registered and 50% of families have already paid school fees. Families will soon be able to pay for field trips online using the new system.
 - **School organization** -- there has been a drop in enrollment across the district. Kitchener enrollment is down significantly (Ks and other grades) - mainly geographical moves. During the first week of school, one staff member was let go (a new hire) and the staff underwent a complete re-organization; therefore, there was a delay in students getting into classes.
 - **FSA (Foundation Skills Assessments)** -- administered to students in Grades 4 and 7 from Oct. 1st - Nov. 9th. A BCTF letter was sent home. Parents should do their own research and make up their own minds. FSA tests cover reading, writing and numeracy. Results go back to the parents who can use the information with the teachers.

School update from Stacey Shaw: teaching Gr. 5 this year (Kingfisher community)

- The school year has been the best start in a very long time for Stacey-- connecting with her previous class was very refreshing. Hope parents will support the concept of students staying with their last years' classes during the first week.
- Dragonfly (Ks) and Hummingbirds (gr. 1 /2): having fun getting to know each other
- Hérons (gr. 3): starting community yoga and art on Fridays
- Ms. W-H has found a volunteer volleyball professional who will come to work with gr. 3 - 5 students; goal is to practice skills
- Eagles (gr. 4): researching indigenous spirit animals and made totem poles --parents are invited to walk and see
- Kingfisher (gr 4 /5 /6): started Writers' workshop are are working on projects -- *Virtuous Project*: 52 gifts of characters or virtues, each week students focus on one virtue and will write/act (eg. of virtues are love, courage, confidence, humility, loyalty, unity...)
- Raven (gr 6 /7): Ocean Ambassadors program (students spend ½ day paddleboarding, other ½ of the day learning about microplastics)
- EarthBites has started throughout the school
- Quidditch with Ms. Luke and Ms. Stewart
- Cross country and soccer underway, basketball and volleyball will be starting soon

c) **Wish List/ Direct Appeal Donations (Julie & Jean):**

- In order to get a tax receipt, VSB is the registered charity
- For donations to receive a tax receipt, parents can write a cheque to VSB or Lord Kitchener Elementary; or donate directly online through School Cash Online. The money will be held in a Lord Kitchener account.
- This new way of donating (as opposed to giving to Lord Kitchener PAC which isn't a charity) is more transparent and less complicated. The money ends up in the same place (in the Lord Kitchener school account) and the PAC approval process of budget items does not change.
- Plan to roll-out DA announcement this week, either on Thursday or Friday
- Wishlist requests for teachers is already up in the staff lunch room
- Staff is having a meeting this week, will be discussing programs

d) **Parent Education (Erica & Julie):**

- Saleema Noon (Body Science educator) will be visiting the school on **Nov. 20th** for a parent education session in the evening (6:30 - 8:00 pm) at the School Library or Multi-purpose Room, and on **Nov. 21st - 22nd** during the school day with the kids
- The cost of Saleema Noon will go over the whole Parent Education budget (\$1,000) for this year.

e) **Outdoor Classroom (Krista):**

- **Fresh To You Fundraiser**

In response to multiple family requests, we would like to once again hold this Fundraiser. If we participate, order forms and payment are due October 22. Delivery will be between November 13 and 22, likely on a Tuesday, as it has been in past years. We are required to order a minimum of 50 bundles – 2 bundles are for sale: Bundle 1 is 10lbs of apples; Bundle 2 is 1 squash, 1 rutabaga, 2lbs carrots, 3lbs beets, 5lbs potatoes. We will ask an intermediate class to help sort and prepare bundles for distribution.

- **Expenses for this year**

We have additional capital fund purchases this year.

- 4-6 raised garden beds specifically designed for school spaces by LifeSpace will cost approx. \$800. Asparagus, rhubarb, and herbs will be moved from their current locations into the garden area.
- We will be replacing the plantings around the parking lot with perennial bushes that will not require as much care and water.
- We have asked a local contractor to rebuild the composters.
- We invited an irrigation specialist to the garden to plan an irrigation setup with the existing connection. We are currently working on a plan to put a system in place this spring.

- **EarthBites**

4 modules – Preserving the Harvest, Building Immunity & Habitat, Spring Greens, Hydration

Giving lunch time reviews for each Module

Schedule is set for the year – always happy to have parents volunteer. Will post the calendar on Facebook page as well,

Feast & Market Oct 17th after school – free soup made from produce from the garden, various products for sale (silicone lunch bags). Proceeds from the sale go towards garden operations for the year (soil, seeds)

- Posters for each class have been made showing visit date and information about the class, including market date.
- Teachers are emailed a lesson plan with activities to extend the module, and the recipe made in class that day.
- A notice is prepared for the hotsheet to summarize activities for each module.
- Presenting the morning of the Pro-D, Friday Sept 22

- For all the latest info and updates, follow the OC on Facebook: Lord Kitchener Outdoor Classroom.

f) **Math Club (Joyce):**

- Grades 4 - 7 students welcome

- Expect 25 - 50 kids/ session
- Goal is to take the Mathematica Centrum exam in April
- The PhD student from last year has recommended 2 PhD candidates from UBC who will be coming to help run the Math Club
- In addition, Math Club is looking for some senior high school students who may want to come volunteer (1 hour every other week)
- First session will start on Oct. 16th, and the Club will meet every other Tues. from 3:15 - 4:30 pm at the School Library
- Call out for 1 more parent to volunteer

g) **DI, Destination Imagination (Courtney):**

- Destination Imagination is a program to promote creative problem solving
- Courtney will be providing parent training; all parents who are interested, please contact Courtney
- Hoping to run some programs in the classroom
- Students may also form teams outside of class

h) **Budget (Annie & Lorie):**

- Financials are available on request
- \$5,413.40 surplus from last year - discussion about moving this money into the playground fund (for future playground)

Angela put forward Motion for \$5,000 from the 2017-18 school year surplus to be earmarked for the Playground Fund

Seconded by Erin Rose Handy

Vote on \$5,000 to be earmarked for the Playground Fund: All in favour except Ashley Horlock and Julie Aselstine who prefer to wait to see how the wish list and direct appeal numbers come in

5. Other Business

Discussion initiated by parent, Erin Rose Handy: Concerned about FSA letter that went home from BCTF-- two issues:

- She does not want her child as the intermediary of any political issue
- The BCTF (and teachers) should be alerted to the fact that they are asking parents to compromise their integrity by signing something that is not true (wording of the letter--parents requesting children to opt out due to sickness, death in the family or extenuating circumstances)

6. Child minding was provided by resident Grade 7 students, Maggie Shorthouse and Andie Robison

7. Following the meeting, Linda Lau would like to add the following dates to the minutes:
Book Fair will be from Dec. 3rd - 8th
Craft Fair will be on the evening of Dec. 5th

8. Meeting adjourned at 8:55 pm

