



**Boundary Community School Association (BCSA)**  
Parent Advisory Committee (PAC)  
Minutes of Meeting  
**January 23 2018**

**Attendees**

Gillian Paton (Chair)	Tia Creighton	Claire Arnold
Claire Ferrier (Vice Chair)	Helen Romanova	Yoana Munoz
Jacqueline Russell (Treasurer)	Amy Lemanski	Tina Pscheidl-Szylowski
Erin Holtz (Secretary)	Karen Stark	Claire Arnold
Jeeniece Chand (Vice Principal)	Angie Howden-Duke	Karen Tinto

The Meeting was called to order at 7:02 pm.

A quorum was declared.

Motion to accept the November 21 2017 minutes – Gillian Paton

First – Karen Stark

Second – Tina Pscheidl-Szylowski

Passed

Motion to approve the Agenda – Gillian Paton

First – Amy Lemanski

Second – Tina Pscheidl-Szylowski

Passed

**Vice-Principal's Report - Jeeniece Chand**

Principal Tim MacLeod sends his regrets, he is unable to attend tonight's meeting as his mother has passed away this weekend.

Thank you to the PAC for retirement party for Jean Ridgewell. Patricia is settling in and transitioning to take over Jean's role well.

ICBC Safety Visits was out recently giving notices and talking to people to remind them of the road safety rules in front of Boundary.

Triple Ball has started! We will have lunch hour and after-school practices and games. We will share the schedule with the kids so they know when their team is playing.

We are conducting Student Learning Surveys for Grade 4 and 7. Tim MacLeod conducted the surveys with Grade 4, Jeeniece Chand met with Grade 7. This survey is specific to North Vancouver and will provide good information and feedback.

Grade 7/8 Transition- a letter will be sent home with times and dates for the transition information sessions. Teachers have met to discuss the transition and agreed we will disseminate information gradually by sending it home with the kids as the dates come up. We have planned three visits to Argyle, as well as Argyle representatives are coming to Boundary to talk about courses and the transition.

Jump-Rope for Heart in February. No online donations; \$2 + 1 collected within the school as there have been numerous fundraisers throughout the year and can be time consuming. There will be a healthy heart education piece in school to accompany this program.

Grade 5 Students and their parents are invited to the Late French Immersion meeting at the Education Services Center office at 7pm tomorrow night, January 24. Both Boundary French Immersion teachers will attend as well as the VP.

Today we had our trustee visit us at the school. She had a wonderful meeting with Principal and VP, followed by a tour of the school. As a part of forming the school's action plan, we have conducted our employee engagement survey. We have the results of this survey, and Tim and I have been working on setting out an Action Plan for Boundary. We have assembled an Action Plan Committee comprised of teachers, administrative staff and CUPE staff (EAs). As a part of our school plan, several areas of concentration have been identified. Math improvement is one of our objectives and we are working on achieving this objective through collaboration on Pro-D days. Strategies include "Vertical Learning" on windows and boards as a visual learning tool. We are conducting assessments with the students to measure progress. Teachers are using these assessments to determine if this new teaching technique shows improvement in student learning.

Our goal to teach consistent language for problem solving to be used in both the classroom and out of the classroom. Key words and consistent language will be introduced to the students to assist them in problem solving and communication. We conducted a pre-survey to see if students knew the language in December, and results indicated they did not. We will conduct a re-assessment in May.

We would like to invite a parent representative to the Action Plan Committee, as parent input for this implementation phase for this Action Plan in moving forward for next year. The consistent language piece is hopefully to be spread home.

Our Employee Engagement survey identified several areas of focus, including staff morale and resource development. The new curriculum doesn't allow much time to let teachers collaborate and work on resource development. To address this problem, teachers will be given collaboration time; the students will receive instruction and focus on social responsibility while teachers are collaborating.

We have 2 new bulletin boards in staff room, and since their installation we have noticed an increase in sharing between and amongst teachers. This has assisted in developing a sense of community with teachers, students, EAs. We are hoping that before spring break will see results of the survey and show marked progress.

We are beginning discussions of the year-end Playland trip for May (possibly May 11; still in planning stages with details to follow).

### **Chair's Report (Gillian Paton)**

We are hosting a coffee morning on January 29 right after the bell in the morning. Parents are welcome to come and meet other parents and socialize.

We are exploring the idea of a potential yoga class during lunch hour, to occur at some time after Spring Break. Still working on age range for the class, details will follow.

The Boundary Carnival is planned for May 25. We confirmed with the Lions to assist us.

We are planning a School Movie night February 15. Details will follow in an upcoming newsletter.

### **Treasurer's Report (Jacqueline Russell)**

Interim Financial update. I provide the formal financial statement and annual budget review at the AGM in June. As we are at approximately the halfway mark, this is an informal midterm report.

We are on par with what we anticipated for our spending to date. At the start of the year we did not have confirmed plans for a Carnival and Parent Social yet, so we hadn't accounted for those sources of income; these will generate revenue so we will have more income.

The PAC has two bank accounts; one (the general account) is for paying bills. The second bank account is a gaming account. We apply for and receive a gaming grant from the government and we can release funds for specific programs (generally extra-curricular in nature).

We did receive \$6700 from our gaming grant this year. We currently have approximately \$3500 in the gaming account as we have paid for library book replenishment and a fine arts program for the school. In the general account, we have approximately \$29000 currently. That figure is normal for this time of year because influx of orders for Hot Lunch has generated income but we have not paid suppliers yet. We are still owing for several programs. We have approximately \$3000 payable for classroom support. (Resulting from our commitment to fund \$250/classroom) Last year we approved a \$27000 teachers' wish list, and have \$3200 left to pay on that. We owe approximately \$7200 to Hot Lunch suppliers and \$1000 to the school library on our current year commitment. We have allotted to some smaller programs, owing approximately \$2500 on those. Funding for bursary requests are expected. We are holding Grade 7 Grad money from last year, which is still to be paid out. The upcoming Card Project is expected to bring in \$1000 in May.

The current projection will be about at least \$10000 in the two bank accounts after paying monies owed, likely higher depending on the profits earned for the Social and Carnival.

Deb Gill provided us with an update on Hot Lunch. For the fall, the program made approximately \$5000 (which is normal). We expect a similar figure for next session. There is a little over \$1300 in parent donations through Hot Lunch.

If parents need to write a cheque, BCSA is our legal name. We have received a few cheques lately written to Boundary Elementary which aren't cashable. We have noted that on the Hot Lunch web site but parents don't always see the notice and in some locations it doesn't specify writing the cheque to BCSA.

We have 128 lunch orders for winter session so far. Ordering closes Friday; so far this is about half the orders from the fall. No milk will be offered with this session due to problems with spoiling due to insufficient refrigeration.

Welcome Helen Romanova! Thank you for coming; Helen is our assistant treasurer through the rest of this year with the intention of taking over in September as PAC Treasurer. Helen has an accounting background and experience in this area. Helen was voted into this position on November 21.

### **Claire Ferrier (Vice Chair)**

The Boundary PAC is legally designated as a society and there is a new Societies Act. All societies had 2 years to complete transition, and we have complied. We are going to change

our name as we are no longer a community school. We will become more modern with our naming to something like 'Boundary PAC'. I will be presenting this at the AGM and we will vote at that time on the name and bylaws.

### **Tia Creighton – Grade 7 Grad**

The Grade 7 Grad committee had our first meeting yesterday (12 attendees). We spoke about what happens in the Spring for the grade 7's, and fundraising for the things they want to do for their graduation. We are working to form volunteer lists for pancake breakfast, farewell ceremony and a dance for June (decorating, clean-up). The students want to plan a frozen yogurt fundraiser. Next week will meet with Tim to discuss plans and get approval. We are hoping to get more volunteers.

### **Parent Social Coordinators (Amy Lemanski and Karen Stark)**

We have volunteered to coordinate the Parent Social. There is a parent in the school who owns the Black Kettle pub in North Vancouver and we have approached him to learn about pricing and hosting this event. He said he can accommodate us, and provided options including tickets for 2 drinks (beer, wine) and 3 tacos; he would charge us \$15/tickets and we would sell them for \$30/ticket. He will handle licensing, music, etc. Possible themes have been discussed (plaid? Mexican?). He could also potentially add methods to contribute to the theme (Margaritas). He has also offered to discuss donating beyond the ticket price (i.e. he would contribute a dollar for each drink/meal spending after the initial ticket items).

His establishment can accommodate up to 200 people. April 13 (Friday) is the date, potentially about 7pm as a start time. This is a nice venue with great tables, dance floor, great for mingling. Weather depending, he can open up an adjacent outdoor area.

We are thinking of displaying 10 nice gift baskets for silent auction as a potential fundraiser.

We have a question - What are the previous years' attendance numbers and price? (Jacqueline: 100-120, \$35/ticket are the previous years approximate numbers.)

We would sell tickets through Hot Lunch as a potential option, since it follows Spring Break it would be difficult to sell the tickets in person.

There was no further business and the Meeting was adjourned at 7:37pm.