

Capilano Elementary PAC Meeting Minutes - May 10, 2011

PAC Executive Present: Laurie Oseen, Brenda Duke, Dayna Holland, Gillian Case

Administration/Teachers Present: Jennifer Wilson, Johneen Harris, Belinda Harnden, Karen Todd

Parents Present: Rob Olson, Jason Wallace, Dena Rantz, Renate White, Nathalie Dalgarno

Total in Attendance:

Chair: Laurie Oseen

Minutes: Gillian Case

Presentation by Steve Garland, Principal of Carson Graham Secondary

Steve Garland, principal of Carson Graham Secondary School gave an interesting presentation about the new Garson Graham school, including: construction of the physical building; the size of the school; school built is around the IB MYP and Diploma program; no traditional science labs but one giant lab where students of different grades can be working at same time; applied skills - have eliminated auto program; will have an engineering focus - wood tech, metal, etc.; integrating arts, fashion and design program; technology in the classroom; wireless building; partner with post-secondary so kids can have preference in post-secondary programs; chef training program partner with West Van; cafeteria will have food service during the day, as well as chef training and will operate as restaurant in evening; school will open at capacity (over 100%) = 1400 students

Approval of Minutes from April CPAC Meeting

Laurie asked for a motion to approve the minutes from the April CPAC meeting, which were previously circulated to parents by email, and a copy of which was available at the meeting. There were no questions.

Motion to approve by Renate White, seconded by Dena Rantz, approved.

Chair's Report - Laurie Oseen

Spring Fundraiser 2011

- The event is really taking shape
- We have received \$6,500 in sponsorships to date, and lots of great silent auction items
- In addition to sales through the school fundraising website and at the Pemberton Heights Corner Store, there will be two days of ticket sales at the school - May 20th

(Friday) and May 26th (Thursday). We will be promoting the event and selling tickets, as well as accepting donations for bottles of wine/liquor for the wine/liquor game at the event

- We are asking parents to spread the word. Only 200 tickets will be sold!

Class Plates and Art for Spring Fundraiser

- We are only doing plates for the Ks; the remaining divisions are doing stretched canvas pieces of art
- The plates and art will be displayed in school at least a week before the event, with auction bidding sheets available for advance bidding

Fundraiser Website Coordinator - New Position

- With more fundraising being put through the food website, it is becoming a lot of work for the food coordinator. It was identified that we needed to create the new position of Fundraiser Website Coordinator. The website coordinator will set up the website for ordering
- The other new position will be Laurie Oseen as the Fundraiser Chair, and she will organize the various fundraisers
- At the meeting, Joanne volunteered for this new role

Principal's Report

See attached report - Given by Jennifer Wilson

- School Planning Council has submitted the new school plan to the District, and is waiting for feedback. Everything in the plan is new, including IB, numeracy, reading, etc., and will be presented at the PAC AGM in June
- Waiting for school calendar for next year. The District will meet May 24, and Capilano will finalize the calendar by the end of May
- Saleema Noon will be visiting classrooms June 8 and 9 in class rooms and will be presenting to parents on June 6 at 7:00 pm in the Library. If any parent doesn't want their child to participate, they need to request to the child's teacher in writing
- Student numbers for next year - there will be three full K's (38 kids were turned away), the primary grades are full, and there is a little bit of room in grades 5 and 6, 444 students for next year (compared to 413 students this year)
- The Volunteer Appreciation Tea is May 25 10 - 11 am. All parent volunteers will be invited to attend

Vice Principal's Report

See attached report - Given by Johneen Harris

- Primary Days of Music - The Primary Choir performed and the Grade 1's danced
- Floorball - several classes have been trained and are practicing
- School supplies - Edupak is a new company which Capilano is using for school supplies this year
- There are two more arts performances this year; tap dancing on May 19, and Will Stroet, a French performer on June 15

- Grade 7 exhibition - On the last Friday of the school year, as a requirement of the IB program, the Grade 7s will be making a final presentation.

Teacher Report

Belinda Harnden, Karen Todd

- Grade 3s off to Outdoor School
- Grade 4s are starting new unit on aboriginal connections, and have had interesting discussions on culture, and coming up with the learner profiles for the unit
- Grade 2s are doing cool stuff with technology, finishing mapping unit
- French - working on plays in Grades 6 and 7 - looking for costume items, has purchased french books

Treasurer's Report - Dayna Holland

See attached financial summary

- Dayna presented the April financials.
- The only fundraiser was the Hanging Basket fundraiser, raising \$1,300 for the Grade 7's

IB Committee Update - Dena Rantz

- The last committee meeting was April 26. They discussed the parent IB session on April 25, what worked, what didn't
- Challenge to get more parents to participate in these sessions
- Next session coming up on Thursday, May 26. Topic for next meeting - taking IB learning into summer
- Several teachers are going to be visiting other IB schools to learn from them
- Fridge magnets with the learner profile will be distributed with the school agendas next year

Other Matters Discussed

Community movie night will be Friday, June 10, in the gym. Christy Taylor and Andrea Gilmour are organizing. Details to come.

Motion to Adjourn

Motion to Adjourn put forward by Rob Olson, seconded by Nathalie Dalgarno. All were in favour and the meeting was adjourned.

Next CPAC Meeting: Tuesday, June 14th

Annual General Meeting and School Planning Council Presentation

Principal's and Vice Principal's PAC Report – May 10th, 2011

Principal's Report – Jen Wilson

The **School Planning Council (SPC)** consisting of parents, Lori Nobes, Emma Tymm-Nash, and Mary Charleson, and Vice Principal Johnneen Harris and me, Jen Wilson, have completed the school plan for the 2011-12 school year. Teachers have also contributed to and reviewed the final version of the plan. The plan has been submitted to the District for review and will be presented to parents at the June PAC meeting. Significant changes were made to the school plan in an effort to make the goals more specific and attainable. I wish to thank the SPC members for their insightful contributions to revamping of the plan and for their careful editing and suggestions for revisions as the plan came together.

2010-11 Calendar – The NV District used a survey to gather data regarding possible changes to the school calendar again for the 2011-12 school year. The data will be examined by the District Calendar Review Committee, who will provide a recommendation concerning consideration of a local calendar for 2011/12 to the Board at the May 24, 2011 NV School Board meeting. Capilano's school 2011-12 calendar will be posted on the school website and sent out to parents via email at the end of May.

Saleema Noon, a highly regarded and respected Sexual Health/Body Science Educator, will be visiting Capilano again this year to give presentations to the students in Grades K-7 on Wednesday, June 8th and Thursday, June 9th. (Parents of Kindergarten – Grade 2 students are encouraged to attend Saleema's classroom presentations to better facilitate follow-up conversations at home.) There will be presentation for parents to review what will be discussed, and the manner in which it will be discussed with the students, **on June 6th at 7:00 pm in the Library**, (babysitting will be provided). Information about the exact content of the class presentations can also be obtained from your child's classroom teacher. Saleema has the training to broach sometimes delicate topics in a gentle, informative manner, with honesty and clarity at age-appropriate levels. If you have internet access, you can take a look at Saleema Noon's website to find out further details about her Elementary School workshop presentations: <http://www.saleemanoon.com/>. If you **DO NOT** want your child to attend the session planned for their class, your will be asked to **let your child's teacher know in writing** that you will be taking on responsibility for the delivery of the components of the Health and Career curriculum that she will be covering. Students not participating will be supervised in another classroom during their class' session.

Earthquake/Emergency Prep Needs List

A list of items needed to prepare us for earthquakes/emergencies has been compiled. Although we still do have some PAC gala funds that can be used (and were raised) to purchase the items, I thought it would be best if I first find out if there is any way to "stretch" these dollars by either parents finding they have items to donate, or if there are parents who know where specific items might be purchased at a reduced cost (rather than paying retail at local big box stores). Before going on a blind shopping spree, we (the Emergency Committee) thought it might be best to send out the list to parents to see what can be contributed – in either donations or suggestions for "best deals" (or someone searching for best deals??).

Track and Field season is well underway, with two mini-meets having taken place this week. Many staff members and a few of our UBC student teachers have been volunteering their time to coach Capilano's young athletes. The "elimination" meets, which will determine which students will be participating at the NV District meet at Swanguard Stadium on Tuesday June 7th, will be taking place next week, with the track eliminations on May 18th and field eliminations on the 19th of May. We wish all the Capilano athletes luck as they enter these competitions!

Our annual "Fun Day" will be held on Friday May 20th, rain or shine. This year's theme is "Crusin' into Summer". The first part of the morning will be "carnival style" with a bouncy castle, climbing wall, and a number of stations set up where students can participate in a variety of games and activities. The second part of the morning will be spent participating in some more "competitive" events, like a hoola hoop contest, running races, and tug-o-war competitions. The students will be having an early lunch here at school and will be dismissed for the day at 1:00 pm. A schedule of the day's events will be sent home at the end of this week.

We have received information that there will be **three full classes of Kindergartens** again for next year and we will be welcoming our "in-coming" Ks and their parents at an **orientation** on the morning of June 1st. from 9:15 – 10:00

a.m. While parents are attending an information session, the new Kindergarten students will spend time in the Kindergarten classrooms, meeting the teachers and getting their first “taste” of what they will be experiencing next year.

We will be sending home invitations soon to invite parents who have volunteered their time in any way (whether you helped in the school or from your home or office -fundraising, lunch program, classroom visits, participation on fieldtrips, recycling program, helping with/at events or concerts, PAC participation/involvement etc...) to join us for our annual **Volunteer Appreciation Tea**. Tea, coffee, juice, and treats will be served in the library, and a special Primary choir performance in your honour, on the morning of Wednesday May 25th from 10:00 – 11:00 am. This is Capilano’s way of showing our appreciation for the many parent volunteers that help to make Capilano a great school. Hopefully, all of you will attend so that staff may thank you for your involvement.

School Fees: As per District policy 706 requirements, we would like to consult PAC about the possibility of charging a school fee for each Grade for the 2011-12 school year. In the past, the fees included Field Trip fees, a Kindergarten Supplies fee of \$35, and a charge for student agendas (this year agendas cost \$9 each). We are considering establishing a “Special Project, IB Supplies, and Consumables Fee” that would cover cost of special materials for “take-home” projects like Mother’s Day, Valentines Day etc., as well as any IB portfolio costs (inserts, copying) and “top-up” mid-year of consumables like pencils, pens, markers, glue, and paper. The amount we thought would be reasonable would be in the \$10 - \$15 range. The fee would be a cost-recovery, realizing no profit. We would like parent input in determining whether or not we go forward with this additional fee and if so, what would be a reasonable fee amount. (** parents present at the PAC meeting indicated they would support a fee and suggested it be \$20 – please note that teachers are suggesting a \$10 fee would be sufficient*)

Parent input into student class placements for 2011-12

We acknowledge that there are parents who have information they would like to share with us that we can give consideration to when arranging students into classes for the school year. This year we have prepared a form for parents to fill in **if** wanting to share specific information about their child’s academic, emotional, and/or social needs, or other concerns or information, that would assist us in making decisions about class placement their child. The form has been designed to ensure we are get information that is most important, helpful, and relevant to teachers when building of classes. We ask that if a parent wants to fill in a form, they have it completed and returned to the office (attention: Jennifer Wilson) by May 27th. Although preliminary discussions begin in June, with respect to building classes, class placements are often not finalized until the second or third day of school in September.

High School Students Share Their Service Experience

NVSD teacher Rob Olsen brought a group of students who are part of the Global Initiatives and Leadership group at Balmoral to Capilano today, May 10th. They presented to the students in Grades 5,6,and 7 , sharing what they experienced on their recent trip to the Dominican Republic in March (they built a latrine). They expressed that they learned a lot about serving others and realized their human commonalities, but were deeply humbled by the experience. Through this presentation, the hope was to inspire in others the desire to become more service-oriented, expressing that the intrinsic reward and the difference that can be made in the lives of others are both significant.

VP Report - Johneen Harris

Agenda Orders

Agendas have been ordered. Staff have opted to go with a different company this year given the challenges we had this September. Agendas will be more heavy-duty in quality and will cost \$9 this year. Money was due in today, but we noticed a number of people have not paid yet, so we have extended the deadline to this Friday.

Learner Profile Magnets

On the advice of the Joint IB Committee we will be including a fridge magnet with the different components of the Learner Profile on it with the agendas.

Primary Days of Music

Ms. Dunkley took the grade ones and the primary choir to the Primary Days of Music a district wide music festival. The choir sang “Do Re Mi” and “Off to the Races.” The grade one’s shared three dances. Ms. Dunkley noted that the kids were spectacular and she was very impressed with how well behaved they were.

Floorball

Several classes have now had floorball training and currently practicing the game with their class. The students are very keen to learn how to play. One teacher reports that she really likes the game because it is much less rough than hockey. However, she is having to un-train some of the hockey habit and introduce the new rules like no slap-shots, no lifting the stick off the floor, etc.,.

Edu-Pac Orders

Parents will have the opportunity to order their school supplies through Edu-Pac this year. Again, staff have decided to go with a different company given the challenges from September. With each order through Edu-Pac there is a percentage given back to the school. Orders will be coming out _____

Assemblies (upcoming performances)

Tap Co. – May 19 – Tap dancing show presented by a Vancouver-based Company and includes younger and older tappers.

French – Will Stroet – June 15 – this award-winning Vancouver children's musician connects with kids through high-energy, interactive and educational music in English and French

Grade 7 Exhibition

On the last Friday of the school year the grade seven students will be sharing a presentation during their grade 7 exhibition. The exhibition is a requirement of the IB program and Mr. Andrews has been working through this inquiry with his students for the first time. He explained that creating these presentation complicated and thorough process. All the projects fall under the theme "How the World Works". Students have worked in groups to develop their own central idea and conducted their own inquiry. The range of topics is certainly eclectic and varied. For example, students have done research on stem-cell research, architecture, ancient weapons, and more. The exhibition will be open for visitors if you are interested in attending (stay tuned for the specific times).

Capilano Parent Advisory Council (CPAC)
Fundraising Summary 2010-2011
as at April 30, 2011

Certificate of Incorporation # S-0025438

OPERATING ACCOUNT				GAMING ACCOUNT		
Opening Balance, September 1, 2010				Opening Balance		
44,324.40				160.50		
Fundraising Sources	<u>Revenue</u>	<u>Expenses</u>	<u>Net Proceeds</u>	Fundraising Sources	<u>Net Proceeds</u>	
Welcome BBQ	1,927.93	820.84	1,107.09	DPAC Grant		
Future (costs are estimated)				Gaming Grant	7,500.00	
Hot Dog days	3,571.25	324.96	3,246.29	Bank Interest	1.13	
Pizza days	10,867.25	3,993.28	6,873.97	Additional Grant	1,875.00	
Japanese Days	12,114.50	5,684.45	6,430.05			
Booster Juice Days	12,284.00	7,089.76	5,194.24			
Soup Days	4,170.50	1,828.48	2,342.02			
Thermos Sales	1,392.00	1,182.72	209.28			
Student Directory	3,225.00		3,225.00			
Tupperware	1,275.04	809.40	465.64			
Photo Fundraiser	1,160.00		1,160.00			
Meat Fundraiser	2,181.00	1,659.55	521.45			
Holiday Market	991.00		991.00			
The Card Project	7,014.00	5,260.50	1,753.50			
Go-Go Bags	142.25	106.69	35.56			
Christmas Concert DVD			0.00			
Cookie Dough Fundraiser			0.00			
Hanging Baskets	6,707.00	5,397.28	1,309.72			
Spring Fundraiser		1,600.00	-1,600.00			
Other Income	1,717.43		1,717.43			
Bank Interest	33.00		33.00			
	<u>70,773.15</u>	<u>35,757.91</u>	<u>35,015.24</u>			
Fundraising Uses				Fundraising Uses		
Green Committee Expenses	approved FY2009-2010		414.81	Performing Artists / Lectures:		
Other Lunch Committee Supplies			727.33	Big Fat Pen	-446.35	
Reimbursed Silent Auction Item	from 2009-2010 Gala		1,200.00	The Wheat in the Barley	-630.00	
Technology	approved FY2009-2010	10,308.22		Art Starts	-758.00	
Art Supplies	approved FY2009-2010	394.65		Ache Brasil	-814.00	
Emergency Preparedness	approved FY2009-2010	4,115.18				
Grade 7 Shirts	approved FY2009-2010	1,241.70		Bank Service Charges	-9.00	
IB Supplies	approved FY2009-2010	5,701.71				
Teacher Resource Fund	approved FY2009-2010	2,875.00				
French supplies	approved FY2009-2010	704.97				
Gymnastics		4,132.80				
Library Resources		1,322.13				
Sports related items		1,120.00				
Grade 7 Farewell		209.28				
Misc Operating Expenses			973.29			
Bank Service Charges			9.00			
Paypal Costs			975.92			
		Total	<u>36,425.99</u>			
Income/(Loss)			<u>\$ (1,410.75)</u>			
				Total	<u>-2,657.35</u>	
Unpaid Accounts		-	569.41	Income/(Loss)	<u>\$ 6,718.78</u>	
Closing Balance, April 30, 2011			42,344.24	Closing Balance, April 30, 2011	6,879.28	
(includes Gr. 7 Hanging Basket deposits)						