



**Ranch Park Elementary PAC
General Meeting
Minutes: Tuesday, September 13, 2016**

1. Welcome & Introductions

- Attendees: Nicole Darling, Nicole Wood, Sascha Rex, Anja Rex, Keri Sutherland, Carol Dingley, Jacquie Bekar, Karen Pyne, Laura Williams, Jayme Nelson, Melisa Luongo, Maureen O'Malley, Tanya Kadach, Penny Lehoux

2. Approval of June 2016 GM Minutes

Motion to approve June minutes: Sascha Rex, Second – Carol Dingley. All in favour - CARRIED

3. Principal's Report: prepared by Don Hutchinson, presented by Nicole Darling

3.1. Information: Staffing:

Teacher	Ms. Menard	Grade 2/3 am St. Services
Teacher	Ms. Pare	Kindergarten
Teacher	Ms. Kripps	Grade 1
Teacher	Mrs. Caverly	Grade 2
Teacher	Mrs. Dosen	Grade 3 pm
Teacher	Mrs. Palm	grade 2 (Wed)
Teacher	Ms. Neufeld	Grade 3/4
Teacher	Mrs. Way	Grade 3 am EAL
Teacher	Mrs. M'Lot	Grade 4/5
Teacher	Ms. Karim	Grade 4/5
Teacher	Mr. Samson	Kindergarten
Teacher	TBA	Grade ½
Teacher	Ms. Lee	Grade 2/3 pm
Music	Ms. Lee	
Student Services	Mrs. Oldejans	
EA's	Ms. Marraffa, Ms. Rogers, and Ms. Jekova	
T and E Centre	To be confirmed	
Counsellor	Mr. Francis	
SLP	Ms. Poirier	
Noon Hour Supervisors:	To be confirmed	
Secretary	Ms. Dodd	
Custodians	To be confirmed	
Principal	Mr. Hutchinson	

3.2. Clubs, Sports and Programs:

- Student Leadership (Grade 4 and 5):
 - Playground Monitors:
 - Computer Monitors:
 - Gym Crew:
 - Announcements:
 - Lunch Monitors:
 - Power Up:
 - Power Up Tech:
 - Library Monitors:
 - Photographer:
- Student Council: Reps from each division
- Choir/Productions:
- Volleyball:
- Basketball:
- Como Lake Relays:
- Track and Field:

3.3. New Initiatives for 2016-2017:

- APL: Literacy (Reading and Comprehension-Non-Fiction) as the Goal
- Power Up each morning at 8:50 in the gym
- Lunch Period: Play first 12:00-12:30, Eat 12:30-1:00
- Family Groupings: Meet Monthly
- Monthly School Wide Runs: Following Recognition Assembly
- Westcoast Recess:
- Paperless Newsletters
- Recycle/Compost Program
- National Anthem: Monday before Power Up
- **Health Promoting School:** A Health Promoting School focuses on the following aspects: Healthy Eating, Active Living, School Connectedness and Safe Schools.
- **Before and After School Programs:**
 - Art, Sole Girls, Guitar, Big Brothers and BOKS

3.4. Others:

- **Communication with parents:** email and planners
- **Grade 5 Leadership**

Discussion:

To spend about \$4000 from BC Lotteries fund for the teacher's wish list (computers on wheels program). To be voted during the next visit.

RANCH PARK

SCHOOL CALENDAR 2016 - 2017

Schools Open	Tuesday, September 6, 2016
Non-Instructional Day (Common District Day)	Friday, September 23, 2016
Thanksgiving Day	Monday, October 10, 2016
Non-Instructional Day (Common Provincial Day)	Friday, October 21, 2016
Remembrance Day	Friday, November 11, 2016
Ministry Curriculum Implementation Day	Monday, November 14, 2016
Schools Close for Winter Vacation	Friday, December 16, 2016
Winter Vacation Period	December 19/16 - January 2/17
Schools Re-open after Winter Vacation	Tuesday, January 3, 2017
Non-Instructional Day (School Based Day)	Monday, January 30 th , 2017
BC Family Day	Monday, February 13, 2017
Non-Instructional Day (Common District Day)	Friday, February 24, 2017
Schools Close for Spring Vacation (Last Day in Session)	Friday, March 10, 2017
Spring Vacation Period	March 13 – March 24, 2017
Good Friday	Friday, April 14, 2017
Easter Monday	Monday, April 17, 2017
Schools Re-Open after Spring Vacation & Easter Monday	Monday, March 27, 2017
Non-Instructional Day (Common District Day)	Friday, April 21, 2017
Victoria Day	Monday, May 22, 2017
Non-Instructional Day (School Based Day)	Monday, June 5 th , 2017
Last Day of School for all Students	Thursday, June 29, 2017
Administrative Day	Friday, June 30, 2017

Early Dismissal Dates: Thursday, October 20, 2016 at 2:00pm

Thursday, February 2, 2017 at 2:00pm

Friday, June 9, 2017 at 2:00pm

Interim Reports: Thursday, October 20, 2016 at 2:00-6:00pm

Student Led Conferences: Thursday, February 2, 2017 at 2:00-6:00pm

4. President's Report: presented by Nicole Darling

4.1. This year's goals:

Cancel the June PAC meeting and make as year-end Executive only. Attendance drops to the Executive only, we should leave off with the AGM. As per our C&B's we are able to cancel two meetings within a school year, December & June and I would like to enforce the June cancellation. If yes, we will vote at the October meeting.

4.2. Year at a Glance – immediate, PAC involvement & committee development:

Art Cards – in creative development and working towards having back middle of October – Nicole D to manage.

Pumpkin Carving – Thursday, October 27th 6:00 – 8:00, notice to be sent October 7th – Nicole D to manage with Tara C.

Family Photo Night – policy has changed this year with the Studio – in order for people to receive their free 8 x 10, they will have spend \$25 in product – this now brings the price to \$45. Solution, look for new photographer or scrap the fundraiser and replace with something different?

Parent Social – Keri S. lead again this year

Decision: Bad Moms Night: going to be scheduled for Friday, November 18th. Additional info will be announced during the next meeting.

4.3. Annual Pancake Breakfast with Santa

The Annual Pancake Breakfast with Santa – working towards December 2 – have we confirmed?

We are seeking volunteers for the following positions:

- Sourcing food/coffee donations
- Kitchen cooks
- Set up / tear down
- General help
- Purchase/donations for various items

Nicole Darling to manage schedule and be lead contact for committee unless someone else would like to lead or shadow for next year.

Discussion:

- Volunteers are required to search for food and coffee donations; large grills are needed to cook the sausages in the morning of the breakfast.
- Nicole D. will contact Kinsman to find out if they are able to cook & serve for \$600 dollars we have in the budget for the breakfast (233 kids + parents, siblings and grandparents).
- It was not clear that pictures made during Breakfast with Santa by our school's photographer Carol Dingley are free.
- It was suggested to have a free registry for people coming for the event to get an approximate number. The number of attendees is growing from year to year, thus previous year we had several grandparents showed up.

4.4. Scholastic Book Fair:

While Sascha has graciously taken over the task he will need help – who can volunteer for the committee? Require update.

Discussion:

Sacha will have the confirmation about the dates during the week of September 22nd. Nicole D. will help to organize the volunteers.

4.5. FunFair Year!

A committee needs to be formed quickly and a decision on what we are doing this year. Do we want to continue as we have over the years or try something new?

Decision:

Event is planned for April 28th, 2017. It was decided to have a Carnival theme.

5. Treasurer's Report

Planners were decided to be left at \$10 per a planner. \$3000 should be spent from the Gaming account or the teachers wishlist this year (something what every child should benefit from).

6. DPAC Report: presented by Sascha Rex

DPAC parents orientation night on September 28th.

7. Fundraising Report: presented by Karen Pyne

7.1. FreshToYou fundraiser – offered only the during fall this year. The prices for the bundle are \$25 and \$18. We are getting 40%; 50 bundles to be ordered. Application is due till September 22nd.

Decision: it is expensive for such an offer and a lot of work. In addition no place to store if people don't show up to pick up. Will pass on this time, will follow up next year.

7.2. Movie Passes – will be investigated more and compared with the Costco. It would be great to proceed as this is something beneficial for the families.

7.3. The shopping night/Parent night out:

organized with the Kerrigan gymnastics on December 9th from 5 to 9 pm.

Karen P. to find out about the minimum/maximum amount and what our charges may be. What is the charge for the parents that are late? If anyone from the PAC should be there (drop off/pick up). Should be the waiver signed?

8. Legacy Project

Will be discussed in October.

9. New Business:

- Meet the Teacher Night, September 22nd, 2016 to have a barbeque (corn, hotdog, pop, water) Will start at 6:00 pm. It was decided to charge \$5 per combo. Kerri S. will follow up with the local farms for the corn donations.

- Ms. Menard would like to speak about How to read to your child

- Online Safety – educating your kids and yourself
- Julia Zado will help to write grant for a Spirit of Coquitlam Grant

- Fresh Slice Pizza would like to help us with the Hot Lunches. Swiss Challet also contacted the school about the Hot Lunches. Jackie B. will follow up with them. Seven lunches have been scheduled during this year. To look if it is possible to organize additional lunches in December and in June.

10. Next Meeting – General Meeting: Tuesday, October 4, 7:00 – 8:30 pm.

11. Adjournment – 9:04