

**EPJ PAC  
General Meeting Minutes  
October 27, 2010, 19:00  
EPJ Library**

**AGENDA**

**Present:** Ron Sturgess, Kathryn Seely, Alissa Reder, Sonja Andersen, Eileen Huster, Michelle Mueller, Susan Piercey, Emiko Ando, Coryn Hemsley, Cathy Danyi, Auriana Reznik, Kelly Vanry, Jennifer Rainnie, Connie Hart, Michelle Tang, Sofia Kennedy, Paul Gagnon, Monica Crowe, Victoria Speake, Sue Verigin, Parvaneh Ardan, Victoria Mendes

1. **Call to Order:** Ron called the meeting to order at 7:03

2. **Approval of September PAC Minutes:**

Motion to adjourn approval of minutes to next General Meeting: 1<sup>st</sup> Kelly, 2<sup>nd</sup> Paul Gagnon, all approved

3. **Principal's Report:**

**New Report Card:** David reported that SD45 will have a new web-based report card, beginning this fall (in order to align with ministerial orders and current software applications). SD45 purchased the software license from the NVSD; it was piloted very successfully in early 2010 at Caulfeild and Lions Bay Primary. David will begin communicating about the new report card. Stephane walked through the Primary Report Card. The report card will contain the same information, but will not list numeric scores. Instead, the quantitative assessment will be replaced by qualitative descriptors, under each category of learning outcomes, rather than a quantitative number for each learning outcome within the category of learning outcomes. However, parents should continue to see qualitative descriptors, indicative as to whether your child is not yet meeting, meeting, or exceeding expectations. Grades 4-7 will still maintain letter grades relating to the student's level of performance in relation to the prescribed learning outcomes.

**Wi Fi:** EPJ will have wireless network and web access by the end of January. David reported that the weight of the evidence still says that wireless networks pose no health concerns for children.

**Lock-down Drill:** all WVSD's are required to hold a drill. See principal's report re what occurs on day one (a ppt presentation by the WVPD) and what occurs on day two (Assembly, lock-down, and then Re-assembly). David has requested a couple of dates in November. Please read the Principal's Report and talk to your child(ren) to prepare them.

**West Vancouver Community Centre:** plans for EPJ utilization of the WVCC are dependent upon the results of the PAC meeting. David is asking the PAC to co-fund the opportunity to make use of the WVCC, in order to prevent an additional portable on the gravel field and to make use of enrichment opportunities. In short, with the advent of full-day K in 2011, EPJ needs a new portable to house extra gym blocks, however, there is no room for a new portable except upon the gravel field. Instead, David and Stephane would like each child to attend the WVCC three times – once in the large gym, once in the gymnastics centre, and once in the skating arena. It will cost more, and we would offer the WVCC the use of EPJ space during the evening, to offset costs. David and Stephane would like to try the facilities out this fall, and then have another conversation with the PAC in January, and talk about what EPJ can offer, and what EPJ and the parents can tolerate.

4. **Playground Committee Report:** Michelle reported that she has been in discussions with Habitat, and will present the results of those discussions at the next PAC meeting. The cost to add to the playground is predicted to be ~ \$35,000 to \$45,000. Michelle will present

something to determine if there is support to move forward and investigate options. There is \$5,000-7,000 in the budget to start building a playground reserve fund. In terms of the larger-scale costs, EPJ would be looking at a fundraising campaign and/or a provincial grant. Ron pointed out that there may be further grants from Parks and Rec.

**5. Gala Committee Report:** Kelly reported that the gala will be held on April 16<sup>th</sup>, at the Rowing Club in Stanley Park. The theme is an evening in Cannes –ie., film festival. The Committee is in the process of securing entertainment. It is a great committee and Kelly encourages all to join, and primary parents to participate. Kelly called for someone to come forth and manage the silent auction items.

**6. Communications Committee Report:** Eileen, Jennifer, and Connie are the PAC communications team, and are working hard to communicate more this year. They are working on signage, volunteer communication, and volunteer continuity. Communications are going through class parents for now, but the Committee is looking into communicating to the parent body through an email system, not unlike the fun lunch.

**7. Budget Submission:** Monica reviewed fundraising income, and proposed budget expenses. (See the attached report for a detailed explanation.) The discussion led to the following clarifications:

- a. cookbook sales are a new source of income
- b. Fun Lunch will bring in less money this since there are no longer cash sales at the kitchen. (These were disruptive to the school.)
- c. TCBY will be lower due to smaller sales. Only 100 are sold at a time.
- d. revenue is estimated to be \$65,000
- e. need a volunteer to run Edupac for the upcoming school year
- f. will be setting aside a technology reserve of \$7,000 for replacing computers in the future
- g. in case the PAC later decides to upgrade the playground, the current PAC is setting aside \$5000 for a playground reserve. If the PAC later decides not to add the playground, the money can be used for something else.
- h. PAC asked for clarification regarding the use of the new kindle ereaders in the library. The PAC recommended that parents be asked to write a cheque for a certain amount before a child takes out a kindle book. If the kindle gets broken, then the cheque can be cashed. The cheques could be cancelled at the end of the year.
- i. Saleema Noon parent session will be before Spring Break and the student sessions will be after Spring Break
- j. The PAC is supporting the recreation centre pilot this year but has not committed to funding full-time programs next year. The pilot includes all the grades in the school. There is also a 4 member teacher committee working on this.
- k. School Planning Council asked for literacy testing funding. The school wants to fund individualized testing to quantify school goal results. The testing teacher will use GB Plus. The PAC supports the testing this year since 2 out of 3 years have already been tested. The PAC has asked that the SPC and the school use in-school data collection for future goals.
- l. Destination Imagination: need a coordinator this year. Gaming commission has already given money for the team registrations.
- m. suggestion that we move the technology and playground reserves to the Statement of Financial Position. This will be clearer to the parent community. However, Monica pointed out that from an accounting perspective the reserves must be itemized as an expense.

- n. Monica agreed to add an anecdotal comment explaining how much cash the PAC has at the bottom of the financial statement.
- 6. Auriana Reznik made a motion to accept the budget. Paul Gagnon seconded the budget. All in favour, the budget passed.
- 7. Next PAC meeting will be Wednesday December 1<sup>st</sup>, 2010 at 9 a.m.
- 8. Kelly Vanry moved to end the meeting. Sonja Andersen seconded the meeting.