Anderson Elementary School

Parent Advisory Council

November 04, 2019

General Meeting Minutes

* Meeting started approximately 5:30 pm in the Library
* Administration present:  Principal Christine Marin, Vice Principal Leah Scharf
* Members present: Mary Hsi (Acting Chair), Marine Walic (Vice Chair), Stella Huang (Co-Treasurer), Crista Burke (Co-Treasurer), Gail Lam (Co-Secretary), Steffi Zheng.

1. **Welcome**

Approval of minutes from October’s PAC meeting.

1. **Administration Report**
   1. **Family Literacy Event - Tuesday, November 19th**

The **Family Literacy Event** will be from **8:45am to 9:05am**. Some classes will be inviting family members to read with the children at this time. Please check with your child’s teacher.

Adults are encouraged to come visit our library, Book Fair, and meet Ms. Mumford, our Teacher Librarian. The Book Fair will stay open until 10:15 am that morning.

* 1. **Bollywood – Dec. 9 – 13 - $6000:10$/child, down to 7$ if PAC can participate**
  2. **Report Cards** – teachers are already working on them. Format depends on teacher choice (some teachers are doubling):
* ePortfolios – parents go into their child’s account to see evidence of learning and some summary assessment – an Export button allows parents to download
* MyEd BC traditional reports
  1. **Hallowe’en candy collection** – bring extra unopened candies to office - until Nov. 12, with McMath
  2. **Hold and Secure and Lockdown drills**

Had one hold and secure situation (yellow) – quickly resolved – no danger to community (no detail given by RCMP since incident was outside school grounds): it means potential danger outside and consists in locking outside doors, put the curtains but keep going with class and school life as usual

Will have a Red lockdown drill on Nov. 5 at 2 p.m.: it means danger inside and consists in locking all doors, turning off the lights and crouched down unseen.

So far for the school year 2019-2020 there has been 2 fire drills, 1 earthquake drill, 1 yellow “drill” and there will be 1 red drill.

* 1. **Remembrance Day Assembly** 11:00 a.m. Friday Nov. 8
  2. **UBC teacher candidates** – 7 of them– end first practicum Nov. 8
  3. **Cooking Club** – Ms. Pattyson – Grades 4 to 7.

1. **Treasurer report: Stella**
   1. **Teacher Classroom funds**; technologies; iPads? Tentative budget to work on
   2. **VanCity letter** to update signing officers
   3. **Estimate for pizza day** – 17 pizza days - $10 000 profit - including carry-over from last year? Two more pizza days Nov. 6 and Nov. 20 – should be able to estimate year fundraising by then (Mme Marin will ask Debbie when is the deadline for setting up KEV for Bollywood).

Pizza Day money is counted at the school - Give Debbie the bag of money, but bag should be left intact (has already been counted) – not adding, not giving change if teachers purchase pizzas afterwards.

* 1. **Chocolate fundraiser** – possibly Mary has an idea of who would spearhead it – to be used to replace playground (now $25 000, would likely cost around 150000$).
  2. **Book Fair** – nothing carried forward from last year
  3. **Fieldtrips** - $20/student
  4. **Teachers** - $200/FTE – fill out PAC requisition form (in photocopier room) – Mme Marin will send Stella the list of teachers, divisions and # of students
  5. **Resource teachers** – Mme Marin will send Stella list of resource teachers and FTE, so she can allocate the $$

1. **New business**
   1. **The Big Breakfast Club on Halloween** was a big success, thanks to all the parents who volunteered their time and baked goods. Special thanks to Raseel for organizing such a fun event!
   2. **English Book Fair** will be from Nov. 18 to 21 – Cecilia Leung and Jeannette Dyck
   3. Mme Marin will check if any parents don’t want to be **emailed from PAC**. Take those names off the PAC class liaison list.

If necessary Mme Marin will arrange to ask parents if they want to receive PAC news from the class liaison.

* 1. **Food Safe Certification** needed for food events; RDPA organizes it on Nov. 23.
  2. **Babysitters –** will receive one piece of free pizza each on Nov. 6 Pizza Day**.**

Emily Pan Div. 2; Arianna Div. 15; Max Div. 2; Michelle Div. 16; Leigh-Anne Div. 15

1. **Meeting adjourned**

Next PAC meeting will be **Monday, Dec. 2, 2019.**