

Minutes

École Armstrong Elementary

Parent Advisory Council (PAC) Meeting

Date and time: Nov 15th, 2023 at 6:30pm

Meeting called to order at 6:35pm by Jessica Narayan

In Attendance:

PAC Chair - Jessica Narayan

Head Teacher - Mike Nielson (½ time with Grades 6/7)

PAC Vice Chair - Kate Bailey (acting secretary)

Members at large: approx. 2

PAC Treasurer - Salima Lakhpati

Babysitting: Room #23

Principal - Jennifer Griffin

Principals Report: Jennifer Griffin

- Land acknowledgement
- There are funds remaining in last year's Affordability Grant that are to be spent this year. The funds will be used to supplement fieldtrips and support students.
- The school has received a 2023 "Feeding Futures" grant to address food insecurity.
- Armstrong's breakfast program was reopened on Oct 10th, with support from the Tzu Chi foundation.
 - Current attendance is less than half of current capacity, and the school welcomes any ideas to increase usage. Possible options are opening doors to everyone on select days, and asking the teachers to highlight the program to their students.
 - Please speak to Ms Griffin or your child's teacher if you or anyone you know may benefit from this program.
- Nov 24th Pro-D Day: among other topics, teachers and staff will discuss inclusive education with a focus on children with neurodiversity.
- The Winter Concert will be held Dec 12th and 13th. Ticket info to follow. If you have not received costume requirements for your children, please reach out to their teachers.

Head Teacher Report: Mike Nielson

- Remembrance Day Assembly went well. The children were excellent when participating and when listening.
- The Young People's Concert Series is starting up again. Students grades 4 to 7 will attend the concerts at the Michael J Fox Theatre in Burnaby.

- PAC was to purchase outdoor equipment for each class, however this equipment is already available. Mr. Nielson suggests that PAC instead uses the funds to provide tents for emergencies. Specific needs are privacy tents for bathroom use, and tents for admin tables.
- The school is tasked with maintaining the sidewalks surrounding it. A snowblower would help us keep everyone using the sidewalks safe. Please consider a special fundraiser to raise the approx. \$1,000 this would cost.
- The last day of school before Winter holiday is Thursday, Dec 21st. School will be closed on Dec 22nd, 2023, and will open again Jan 8th, 2024.
- Winter Wonderland will be Tues, Dec 19th.

PAC Report: Jessica Narayan

- Movie night - Friday, Nov 17th, 2023
 - Ticket sales are roughly half of last year's.
- Pancake Breakfast - Wednesday December 20th, 2023
 - Volunteers needed to help set up/take down/serve.
 - Effort will be taken to make the event as environmentally conscious as possible. Possible options are:
 - PAC may ask students to bring their own plate and cutlery, to cut down on plastic waste.
 - One volunteer may be designated to sort the waste into garbage, compost, and recycling.
 - Email with more information will go out at the end of November.
- Purdy's Chocolate fundraiser
 - Fundraiser is live.
 - \$600 has been purchased so far. We need at least \$1,000 purchased to maximize the money Purdy's will donate to the children.
 - When ordering, please remember to include what division your child is in.

Other business

- Parent participation in the PAC and school is less than required. Ideas on how to improve this are:
 - Email or post job lists on school website
 - Conduct survey to identify root cause and possible solutions
 - Host parent education nights where information on requested subjects is provided to the parent/guardians
 - Some events & initiatives can instead be hosted by specific classes. The parents would then help their children host these events.

Special report from Treasurer: Salima Lakhpati

- Accounting for the 2022-2023 school year is incomplete.
 - The amount of grant funding to be used this school year is different than previously reported. We have extra gaming grant funding to be used this year. The PAC should vote on how to allocate these funds.
 - The budget for the 2023-2024 is based on the previous year, and as the previous year's accounting is inaccurate, the budget for the current year is also inaccurate. The executive PAC will complete the accounting for 2022-2023 and then resubmit the budget for the 2023-2024 school year. This new budget needs to be reviewed and approved by the PAC. The tentative date to present the new budget is at the January 15th, 2024 PAC meeting.

Motion 1: It is motioned to use part of last year's gaming funds to increase the budget for the pancake breakfast supplies from \$500 to become \$1,500. Jessica motions, Wendy seconds. Motion passed.

Motion 2: It is motioned to use part of last year's gaming funds to increase the budget for the social events/movie nights from \$1,000 to become \$2,500. Jessica motions, Wendy seconds. Motion passed.

Questions from members

- Will the school host the 'Angel Project' this year? The Angel Project is a toy drive where children donate toys and items for distribution to people in need. Answer: yes, more info to come.
- Is the BC Agriculture vegetable program still operating? No, unfortunately this program requires a parent/guardian volunteer. If anyone is interested in taking up this valuable program, please contact the PAC. The volunteer will need to obtain the Food Safe certification, which can be paid for by the PAC.

No PAC Meeting in December

Meeting Adjourned at 7:55pm

If any parents have questions for the PAC between now and the next meeting please send them to: ArmstrongSchoolPAC@gmail.com