

## **Armstrong PAC Meeting - September MINUTES**

**Date: September 18, 2024**

### **Land Acknowledgement**

### **New Business:**

#### **1. Introductions:**

**a. Principal - Jen Griffin**

**b. Head Teacher - Jeffery Vuong**

- i. Previously grade 6 and Head Teacher at Gilpin Elementary
- ii. Armstrong is a much larger school
- iii. ELL and Inclusive Education Teacher

**c. PAC Executive - Sandra Ramos (Chair), Kate Bailey (Vice Chair), Amy Lou (Treasurer), Reagen Dhillon (Co-Secretary), Emma Anderson (Co-Secretary), Janelle Fredrickson (Co-Secretary)**

#### **2. PAC Theme**

- a. Community building

#### **3. Principal Update**

- a. Influx of registrations over the summer
- b. Took time to figure out placements and organization
- c. Additional division added this year
- d. Why it took longer this year to provide class information:
  - i. Found out end of day Thurs about new division
  - ii. Teachers needed to organize
  - iii. Needed physical space
  - iv. Extra time at the outset can save challenges later. Can't move children after they have been in classes
  - v. Very few placement concern emails from parents
- e. Staffing mostly complete, still one teacher vacancy in grade 5/6 classroom. Working to find a resolution.
- f. School plan on school website
  - i. Shifting to a literacy goal this year - literacy will be the focus for professional development for teachers and resources

- ii. Attuned relationships between adults and parents
  - iii. Feel free to ask Ms. Griffin if you have ideas or questions about school plan
- g. Assembly invites: if your child is performing or hosting the assembly, then you will receive an invite from the teacher. Unable to invite all parents in the school due to the number of students in the school and size of the gym.
- h. Terry Fox Run: Friday at 2pm, everyone welcome, students will start in the gym, parents please wait outside. Information online. Donation information to link on school website
- i. Digital Literacy and Citizenship Content for K-12
  - i. Four lessons
  - ii. Curriculum for students
  - iii. Supplemental resources for parents on school website
- j. Parent education during PAC meetings. Ideas for parent learning? Please email:
  - i. PAC members
  - ii. Or Ms Griffin
- k. Noon hour supervisors:
  - i. Recess 3 teachers supervise outside, rotate between back, front, and kindergarten area
  - ii. 2 Noon Hour Supervisors: one rotates between back/front, one in Kindergarten area
  - iii. EAs are also outside supporting their child during recess/lunch
  - iv. If needed, tell your children to look for an adult, or in doubt go straight to office
- l. Shelter in Place - Sept 12, 2024
  - i. 4 min to bell, community member shared they had seen a bear in an alley about a block away
  - ii. Many children use this route
  - iii. Made decision to call shelter in place, and phoned police to check/provide guidance
  - iv. Staff debriefed the next day, received feedback from some parents
  - v. Responded to questions about how to communicate that out to parents in a more timely manner - reviewing this process as recognize that some families may have been expecting children to be home by a certain time

m. Half days next week for parent/teacher meetings

#### **4. Head Teacher Update**

- a. Website: <https://armstrong.burnabyschools.ca/>
  - i. Families encouraged to check the website regularly
  - ii. Please let Mr Vuong know if there is more information needed on the website
  - iii. Trying to keep information up-to-date and relevant
  - iv. Will provide most pertinent updates by email
- b. Grade 7 graduation
  - i. Lydia Pagnotta is planning to get started earlier this year
  - ii. Separate from PAC, have a sign-up sheet

#### **5. PAC Update**

- a. PAC Theme: Community Building
  - i. Looking to engage as much of our school community as possible
  - ii. PAC Board: there will be board inside the school where PAC will post information
  - iii. Encourage feedback:
    - 1. What are your ideas?
    - 2. What do your kids need?
    - 3. How can we help all of our kids thrive?
  - iv. Every parent/guardian/caregiver is a part of PAC
    - 1. The PAC Executive is trying to increase engagement throughout the school year
- b. PAC Constitutions and by-laws
  - i. Not updated since 2018
  - ii. PAC Exec is going to start updating
  - iii. Will fan out to everyone at next meeting
  - iv. Will vote on the Constitution and By-laws in November
  - v. Sandra to provide Mr Vuong with an link to post on the website
- c. DPAC (District PAC)
  - i. A PAC above Armstrong PAC
  - ii. Not every school sends a rep
  - iii. Armstrong is in the Cariboo-Lougheed district
  - iv. Each district has its own rep/PAC

- v. New Website, trying to get more organized and centralized (e.g. PAC Burnaby school emails)
- vi. Sandra attended the first DPAC meeting of the school year. Highlights include:
  - 1. Overcrowding was hot topic - discussion on 3-5 year plan
    - a. Overcrowding at nearby elementary school in Lougheed area
    - b. Burnaby Mountain and Cariboo Hill
  - 2. Issues with school/population, what are you noticing?
  - 3. Provincial Elections All Candidate meeting
    - a. Live parent question/answer period
    - b. Questions provided before Sept 25
  - 4. Densification of Lougheed town centre
    - a. CoV approves development
    - b. High schools in our catchment are impacted
- vii. Opportunity to learn of broad issues and those that are more school specific
- viii. Need a representatives to attend (sign up sheet)
- ix. Usually the 3rd Monday of the month
- d. Budget:
  - i. Amy is Treasurer, but had to give regrets to this meeting
  - ii. Goal is to raise around \$5000
  - iii. Money used to support kids in different ways (e.g. subsidized field trips, balls for lunchtime play)
  - iv. Coming in at a deficit this year
  - v. Need new fundraising ideas and support with fundraising efforts
  - vi. PAC would like to work more closely with Grade 7 grad committee to support where PAC can
  - vii. Would love to hear your needs, and have your help with fundraising
- e. Community building discussion, identified certain groups/events as priorities:
  - i. Grade 7s
  - ii. Kindergartners
  - iii. Pied Piper
  - iv. Truth and Reconciliation

- v. Track Meets
- f. Yearbook - question on how yearbooks were offered one year
  - i. This was a parent-led initiative. One parent did fundraising, organizing with publisher and teachers
  - ii. Low purchase rate for yearbooks
  - iii. PAC Exec to review and consider a formal a yearbook subcommittee
- g. PAC Executive - an option was suggested to increase engagement:
  - i. Class Parent Rep - each class has a parent rep that works with PAC Executive
  - ii. Class Parent Yearbook Rep
- h. Fundraising
  - i. PAC seeking to create subcommittees for activities, fundraising, events, such as pumpkin patch, fun lunches
  - ii. General Fundraising Subcommittee
    - 1. Brainstorm ideas
    - 2. Family photos
    - 3. Mabels Labels - Armstrong account
    - 4. Cobbs Bread - looking into reactivating this account
    - 5. Pop bottle recycling - Grade 7 grad fundraising
    - 6. Reagen to create a list of current fundraising streams
  - iii. Facebook page to post fundraising
  - iv. Hoping to include QR codes on info sheets for easy access
  - v. Suggestion for a Read-a-thon - links in with school literacy goal
- i. Sign up sheets for events
  - i. Pancake Breakfast
  - ii. Fun Lunches
  - iii. Pumpkin Patch for primary grades (October 23rd)
    - 1. Mini pumpkin patch on front lawns
    - 2. Need 3 or 4 volunteers to pick up pumpkins day before and drive to school
    - 3. Need another 3 or 4 to decorate pumpkin patch on day of
  - iv. Will also send out email calls for volunteers prior to events
  - v. Sign-in sheet for today's meeting for direct contacts

- vi. Question about PAC standards about aligning with ethical businesses. PAC will review.
- vii. Hope is to have several fundraisers happening in the background (e.g. Mabel's Labels, Cobbs bread, gift card purchasing)
- viii. Pancake Breakfast - December 6th
- j. Any Grade 7 grad/traditions?
  - i. Last two years: leaving ceremony, seated luncheon and dance the next day. Gym is closed, parents do the decorating.
  - ii. Hoodies
  - iii. Grade 6/7: PNE/Camping alternating
  - iv. Grade 6/7: Entrepreneur Fair (fundraiser to support grad)

## **6. Q&A Period**

- a. List of upcoming events?
  - i. To post soon
- b. Terry Fox run
  - i. K-3 run in the field, 4-7 run around the school
- c. Sports day ribbons
  - i. Question about bringing back ribbons and the bike rally
  - ii. Ms Griffin: trend to move away from competition and towards school spirit. Bearing in mind the equity piece when it comes to competition and bike rallies. Focus on theme of community - try to bring some of these things back with a good intention behind it
  - iii. Mr Vuong: more economical not to provide ribbons as all aim for blue, others get thrown away

Please reach out to PAC Executive with ideas, thoughts, questions - contact us by email or talk to us during pick up/drop off

## **7. Call for Motions: not completed**

**Next Meeting: October 16, 2024, 6:30-8:00**

**Meeting Adjournment: 7:45pm**