

## **Sherwood Park PAC Minutes**

**Meeting date: May 30, 2017**

**In Attendance:** Joe Campbell, Sanjeet Johal, Anne Lawson, Kamryn Turner, Meredith Briden, Carolyn McEachern, Samantha Ball, Christy Mahoney, Lauren Wood, Sharon Boglari, Chris Ricard, Kate Walker, Sarah Rees, Gina Madeo

### **Meeting called to order at 7:00pm**

Motion to approve the April 2017 minutes made by Christy Mahoney and seconded by Gina Madeo

### **Principal's Report – Joe Campbell**

Joe Campbell introduced Sherwood Park's new Principal, Sanjeet Johal to the PAC and asked him to speak and introduce himself and provide his background. Joe Campbell will be moving to Montroyal Elementary next year after 6 years at Sherwood.

Sanjeet Johal has worked his entire career in the North Vancouver school district; he began teaching in 2003 and taught for 4 years before moving to administration. His most recent assignment has been as principal of Braemar Elementary. Sanjeet noted that his wife is a teacher as well and that they have two small sons. He is looking forward to meeting the students and learning their names and invited parents to contact him with any questions that they may have. Karmyn invited Sanjeet Johal and his family to join us at Carnival on June 22 to get to know the school in a more informal setting.

Joe informed the PAC that the school will be up by four divisions next year for a total of 21 divisions. This is due to the Supreme Court ruling to reverse the changes made to class size and composition. Enrollment is also expected to be up by 30 students to a total of 430 students. More teachers are actively being recruited and hired by the school and there will be a 25% increase in the number of staff next year. Joe noted that 50 teachers on call (TOC) have been hired since Spring Break alone. There is also a need for Learning Support teachers as well. The hope is to start the school year with all teachers in place but there is a shortage with all schools hiring aggressively at the moment.

Joe noted that space within the school that has been used recently for other means will be converted over the summer back into classrooms to meet the increase in divisions. He noted that Sherwood currently rents 4 rooms to the North Shore Child Care Center (NSCC) and there is always the possibility that the district could cancel their contract and pay a penalty so that those spaces could be converted back to classrooms as well but it is not likely this year but could happen down the road.

The school is busy at the moment with Grade 7 grad coming up and the tennis program. There has been work done on the school website and has been updated with the school plan. The teachers are excited to be involved in this and the plan focuses on math, literacy and social relationships. The match plan is currently in place and the literacy plan will focus on writing skills as Sherwood's reading skills tested high provincially. The social relationship plan will use the WITS program as well as Zones of Regulation.

Anne Lawson noted that there is a Guided Reading room being created and the Sensory room (Forest room) that was created earlier this year will remain. Joe acknowledged the huge role that Anne has played in bringing learning support programs to Sherwood as well as her role in working with the students.

Anne spoke about Peony, the PADS therapy dog and noted that she will be with us for at least one more term until December 2017.

Joe mentioned that the school will lose counselling time based on the new guideline cap and our allotment will go from a .6 Full-time Equivalent position ("FTE"), FTE to .3 FTE for next school year. The allotment time is based on the enrollment numbers for example Braemar was allotted .4 FTE, Ridgeway, .4 FTE and Sherwood, .3 FTE. Our current counsellor, Lisa Jaakola who had been in the school 3 days per week this past year will also be leaving Sherwood and will be moving to Ridgeway. There is a new counsellor for Sherwood next year

## **Principal Report cont.**

and the hopes are to make a proposal to the special needs committee within the district for Sherwood to be allotted the .6 FTE again for next year.

Joe said that data pulled from census showed that Sherwood has a very diverse social economic background so often gets allotted access to extra programs such as the current food programs within the school. He also explained that parents can express concerns in regard to this change to the school board and suggested Monty Bell, Director of Instruction as a key contact person. Joe, asked that parents focus their concern on the number of hours allotted to counselling within the school rather than who the counsellor was and not asking to keep Lisa Jaakola in particular as the decision to move her to Ridgeway has already been made. Carolyn McEachern then spoke and thanked Joe for all of his time and efforts over the last 6 years. She thanked him for always being so approachable whether by, phone, email or in person. Carolyn also thanked him for how he has brought together the English and French programs as well as the Tsleil-Waututh Nation and brought a sense of inclusiveness to the entire school population. Joe was always supportive of the PAC initiatives and one of his legacies to the school was the technology plan which saw the introduction of iPads and Apple TV's brought into all classrooms over the last 3 years.

## **Proposal to approve funding for new swings**

Karmyn Turner noted that a bank of swings (including a handicap accessible swing) has been asked for both by the school and by parents. The topic was discussed at the last meeting and it was suggested that the funds be made available in next year's PAC budget.

Karmyn proposed that the funds (approx. \$10,000) instead be taken from our retained earnings which currently sit at approximately \$60,000 and pay for them that way rather than add to next year's budget. The school district will cost and source the swings.

Motion to the committee: Be it resolved that the PAC use up to \$10, 000 from retained earnings for the purposes of an additional bank of swings that has handicap accessibility. Further, if a handicap accessible swing set is not available, the school can spend \$6000 on a new swing set and up to \$4000 for an alternative, handicap accessible addition to the playground.

Gina Madeo made a motion to approve the resolution as presented, seconded by Chris Ricard. There were no objections to the motion.

## **Election of PAC Executives**

Three of the current executives, Carolyn McEachern (Co-Chair), Samantha Ball (Co-Chair) and Meredith Briden (Secretary) have completed their term on the PAC, and new executives for those roles will need to be voted in. Karmyn Turner will stay on as Treasurer unless someone would like to take over the role.

Other roles to be filled include a Volunteer coordinator and an Emergency planning coordinator. An outline of all roles was provide in the April 2017 minutes.

With no PAC executives there would be no fundraising or school events coordinated, no e-mails or newsletters and with no co-signer on cheques there would be no way to pay current vendors.

The current executive proposed a co-chair executive ideally with primary parents so that there is a succession plan in place throughout the years.

There were no executives voted in at the meeting, so it was decided that an e-mail be sent out to all parents outlining the situation and that that if there was interest solicited from that e-mail that and Extraordinary PAC meeting be called in early June to vote new members in at that time.

## Election of PAC Executives cont.

If you are interested in reading more about PAC's and how they work, please visit the BC PAC website at the links below:

<http://bccpac.bc.ca/pacdpac-info/what-is-pac/>

[http://bccpac.bc.ca/wp-content/uploads/2016/05/lm\\_role\\_of\\_pac-dpac\\_executives.pdf](http://bccpac.bc.ca/wp-content/uploads/2016/05/lm_role_of_pac-dpac_executives.pdf)

## Budget

The Committee reviewed expected income sources for the 2017/18 school year. Karmyn noted that the \$50 student funding the PAC has organized over the last two years has been a good source of income and allows us to still have revenue without having to continually fundraise. The Seycove auction has also been a good source of income over the years as well. However, currently it is not definite that it will run next years as the current organizers have children aging out of the school system and new organizers need to be found, so the PAC cannot count on this revenue next year.

The budgeted expenditures as presented are \$20,000 above anticipated income (after the \$10,000 swing expense has been removed). The committee reviewed the budget line by line to align expenditures with anticipated income. The 2017/18 proposed PAC budget was approved as follows:

	<u>2017/18 Proposed</u>	<u>2017/18 Approved</u>	
<b>Ordinary Income/Expense</b>			
Business Partnerships	1,000	1,000	
Card Project	1,500	1,500	
Carnival	1,000	1,000	
Gaming Funds	8,720	8,720	
Hot Lunch	16,000	16,000	
PAC Student Funding	10,000	10,000	
Seycove Auction	-	-	
Spark Store	200	200	
<b>Total Income</b>	<b>38,420</b>	<b>38,420</b>	
<b>Expense</b>			
Bank Charges			
Beautification	1,000	670	
Christmas Concert	3,100	0	Removed – Seycove has confirmed that their gym is accessible to us next year
Christmas Tree	150	150	
Computer Equipment/Technology	13,000	8,000	Year three of three year plan;
Dance Program - Hip hop	5,000	5,000	\$10/student + performance fee
Date Magnets	500	0	Removed
Discretionary Food Allowance	750	750	
Emergency Preparation	500	500	
Extra-curricular Subsidy	1,000	1,000	
First Aid Training	600	600	

<b>Fitness/Sports Program</b>	4,500	0	Committee chose to remove the program this year given the large donation of sporting goods that staff can access to enrich gym activities
<b>Fun Day</b>	250	250	
<b>GRADE 7 GRAD</b>	500	500	
<b>Health Workshops (G)</b>	2,500	2,500	lkid G2, lgirl,guy G4, Safeteen G6&7
<b>Kitchen Supplies</b>	500	500	
<b>Library Books &amp; Displays</b>	500	500	
<b>Meeting Costs</b>	400	400	
<b>Office Supplies</b>	300	300	
<b>Parent Seminars</b>	1,000	1,000	
<b>Performing Arts (G)</b>	3,000	3,000	
<b>Scholarships</b>	1,000	1,000	
<b>Science Fair</b>	1,200	600	If a Science Fair goes ahead, the organizer(s) can come to PAC for additional funds pending additional income sources (i.e. Seycove)
<b>Swings</b>	10,000	0	Removed – approved to take funds out of Retained Earnings
<b>Teacher's Appreciation</b>	700	700	
<b>Teachers Discretionary</b>	6,250	6,250	200/FT classroom (25% staff increase)
<b>Teachers Discretionary - Jump start</b>	500	500	Proposed for brand new teachers only; maximum of \$250 per
<b>Teachers Wish List</b>			
<b>Pacific Salmon foundation</b>	2,180	0	PAC funding \$5/student – Pending additional income, the PAC will reconsider during the 2017/18 year
<b>Math &amp; Literacy games K - 3</b>	1,000	1,000	Request for ongoing for 4 yrs; replaces primary support
<b>Self Regulation Kits K-7</b>	4,000	0	Pending additional income, the PAC will reconsider during the 2017/18 year
<b>Raz Kids Program K-3</b>	1,000	0	This can be taken out of the Technology budget
<b>Technology Maintenance Fund</b>	500	2,000	Increased as existing resources are aging
<b>Thank You's</b>	250	250	
<b>Traffic &amp; Safety</b>	500	500	
<b>Total Expense</b>	<u>68,130</u>	<u>38,420</u>	
<b>Net Ordinary Income</b>	29,710	0	

Overall the proposed budget for next year was \$66,830 and was reduced to \$38,420

Approval of the budget as revised was motioned by Sharon Boglari and seconded by Chris Ricard. There were no objections.

### **New Business**

No new business to discuss

**Meeting Adjourned at 9:00pm**