



Minutes of Panorama Heights Elementary School PAC Meeting

September 23, 2013

Chair: Emil Zimmermann

Secretary: Kelly Proulx

Attendees:

Bonnie Chung	Joe Hersch
Alicia Tarry	Stephanie Chung
Denise Affleck	Jerusha Chong
Kam Farahavar	Emoke Zimmermann
Tracey Yunuk	Georgette van de Bovenkamp
Rui Feng	Xian He
Kam Abbaspour	Susan Gottfredsen
Lineh Mehrafarin	Sabrina Scardillo
Grace Chui	Leah McGeachie
Kari Perkins	Rachel Zhu
Sonia Kim	Fe Guinomma
Mina Difrahsh	Sandra Harris
Yoon Lee	Babak Mohammady
Ashiya Khan-Sequeira	Rosie Kearney

Meeting called to order at 7:15 pm.

Intros and Housekeeping

1. Timekeeper designate: Rosie Kearney
2. Round table introductions.
3. Date of next meeting is 7:15 pm, Monday, October 21, 2013.
4. Minutes from previous meeting were reviewed. **Motion** to approve minutes of the PAC meeting held June 10, 2013. Moved by Kelly. Seconded by Kari. All in favour. **Motion passed.**
5. Agenda for September 23, 2013 meeting. **Motion** to approve agenda. Moved by Leah. Seconded by Kam. All in favour. **Motion passed.**

Chair Report

Emil detailed some of the priorities and areas for focus for this year's PAC:

1. With over 450 students, **communication** is essential but the PAC must be respectful and cognizant of time constraints within meetings and take remaining issues offline to address them.
2. **Parent Education** – the goal will be to improve upon the already excellent history of Parent Education at Panorama Heights. There are opportunities to reach out to PACs at other local schools (Summit, Bramblewood, etc) to see what their appetite is for sharing education and networking events.
3. The PAC can look at making the **Volunteer Appreciation** event a higher profile event in order to boost recognition of volunteers.
4. The PAC members can look at ideas for adding value to the meetings via invitational speakers, guest teachers, etc.
5. A standing item has been added to the agenda: “**Ignite**”. The intention is to stimulate conversation within the PAC community (members viewed a sample Ignite video featuring a speaker asking for a greater focus on Emotional Intelligence in curriculum)
6. It's great to see a new committee (Grade 5) and the return of previous committees (Hot Lunch, Fundraising, CPF, etc) and the PAC will continue to look for ways to expand and improve upon previous events and gain a wider volunteer base.

School Report from the Principal and Vice Principal (Mr. Speakman and Ms. Denton)

1. Due to school board concerns over budgets and appropriate staffing levels, the beginning of this year was unusual: the school did not have confirmed staffing levels until the second week of school. However, the school is in the excellent position of being able to ensure that every child will get music, library and computer time
2. Mr. Speakman thanked the PAC for supporting some of the first week activities, such as the Friendship Bracelets and the visiting dance group, the America Dance Troop (?). The students and teachers took the opportunity to use the grade level groupings to work on the school goals, look at Corporate Responsibility and build on culture and friendship activities.
3. The teachers spent the September 20th pro-d day to continue working on the school charter and Corporate Responsibility goals.
4. The Open House on September 19th received positive feedback and the school would like to continue with this event instead of intake interviews.
5. Terry Fox Day will take place on September 27th and Terry's high school coach Bob McGill will be the guest speaker for the event.
6. Mr. Speakman described some of the broader curriculum goals for the 2013/2014 school year: there will be a greater emphasis on skills such as application of learning, critical thinking and problem solving rather than the historical approach of memorization and fact recall. Across the school teachers will be working with all students on story writing and there will be school-wide writes. Teachers will be provided opportunities to work on this as a team. Additionally, the teachers will be working on the core value of respect: respect each other, yourself and this school.

7. Mr. Speakman thanked the PAC for supporting the school's acquisition of new technology for the school. A great deal of time, effort and analysis went into selecting the appropriate equipment for our children.
8. Ms. Denton highlighted the reduction in support time, so please be mindful and thoughtful of the office's time. Be friendly and communicative but *respectful* of time.

New Business

1. The dates for the 2013/2014 PAC Meetings have been tentatively scheduled as follows:
 - Monday, October 21, 2013
 - Monday, November 18, 2013
 - Monday, December 16, 2013
 - Monday, January 20, 2014
 - Monday, February 17, 2014
 - Monday, April 14, 2014
 - Monday, May 26, 2014
1. Initially the PAC wanted to use the **Open House** event on September 19th to network and gain a volunteering base but due to time constraints this was not achieved. The intent will be to highlight PAC at future events.
2. **Spirit Day on Friday, September 27th** will feature a Freezy station and we already have volunteers ready to help out.
3. The **PAC website** was launched in January 2013 and is enjoying very good visitor numbers. The site currently has lots of contents and news and the priority at this point is to establish Paypal as the electronic payment processor. Currently there is a technical issue with the reconciliation and reporting functions needed by the Treasurer. Emil will organize an information and education session on this payment processing function in the near future. Mr. Speakman advised that there is currently a work order request with school board to add a 'button' for the PAC website to the school's home webpage.
4. **Volunteer sign up** has been great so far with approximately 35 volunteers signed up on first day of school PAC coffee event. In future it would be good to add the option to sign up for volunteering on the PAC website.
5. Every class has a class rep and this year the focus of the class reps will be on the in-class needs of the teacher and students. Communication from the PAC will be coordinated directly by the Class Liaison Committee.
6. Last year the PAC funded **Zumba** for the entire school and there was good turnout and participation. The PAC has been approached to fund this event again this year; this will be reviewed during the Treasurer's report.
7. Parents feel that a guideline or protocol is needed to address **food allergies** so that everyone is on the same page. Mr. Speakman explained that the school must ensure that all students and the school environment are safe so Panorama Heights has adopted the protocol that students cannot consume a known allergen in their classroom but they are invited to eat this elsewhere in designated areas in the school with a friend. All correspondence related to food allergies should be issued by the school on company letterhead. Mr. Speakman will send out correspondence to the parents to provide clarity on this issue.

Treasurer's Report

1. Motion to approve the 2012/2013 Financials. Moved by Sandra, seconded by Kam. All in favour. **Motion passed.**
2. Motion to approve the 2013/2014 Gaming Account budget. Moved by Tracey, seconded by Georgette. All in favour. **Motion passed.**
3. Motion to exceed Tech War Chest for technology spending. Moved by Kelly, seconded by Kari. All in favour. **Motion passed.**
4. Motion to approve the 2013/2014 General Account budget. Moved by Susan, seconded by Rosie. **Motion passed.**

Committee Reports:

1. **SPC:** no report
2. **DPAC:** no report
3. **Fundraising:** Susan explained that due to the higher budgeted expenditures, the Committee is aiming to do more fundraising. The Committee has been working on a number of fundraising initiatives: they were approved by Thrifty's for the Smile Card Program (preload a Thrifty's card with \$100 card and 5% of your purchases go back to school); movie nights again this year and the first one is scheduled for Friday, October 18; treat days, all of which will now be prepaid via PayPal to minimize wastage; Panago's pizza coupons, each booklet gives \$4 to school; expand the Spring Fair to include a larger silent auction to raise more funds; donations for Big Brothers, the school receives money per pound donated; Raising the Dough Program at Cobs Breads in Suterbrook and Sunwood, mention Panorama Heights and they give 5% back to school; Mabel's Labels. We need more volunteers on the Fundraising Committee.
4. **Parent Education:** no report
5. **Class Liaison and Communications:** no report
6. **Canadian Parents for French:** Welcome packages have been distributed to all French Kindergarten students. Eموke encourages everyone to 'like' the CPF on Facebook. Register annually \$35 (?)
7. **Hot Lunch:** The first hot lunch will be on Friday, September 27th, Spirit Day, and this is a special \$2 lunch. All future lunches will be available by preorder only with payment through PayPal.
8. **SEP** – Six clubs have been established for this school year and a meeting will be held with all club leaders to coordinate the activities and ensure they don't all run simultaneously.
9. **Traffic:** Rosie urged everyone to walk to school when they can and to slow down if driving. Volunteers are needed and always welcome to help with traffic before and after school.
10. **Grade 5:** no report

Motion to adjourn meeting. Moved by Leah. Seconded by Tracey. **Motion passed.**

Meeting adjourned at 9:29 pm.