



**Minutes of Panorama Heights Elementary School PAC
Meeting October 16th, 2017**

Chairperson: Kelsey Jones & Leah McGeachie

Secretary: Leah Barrington

Attendees:

Tracey Yuruk	Shilpi Mehrotra
Ms. Yu	Alicia Tarry
Kelsey Jones	Shereen Ginena
Lavina Wong	Becky Xu
Niaz Naji	Bonnie Chung
Macy Azimi	Dulce Myles
Melanie Norris	Leah Barrington
Leah McGeachie	Kaykan Ichorramizodin
Japjeet Kaur	Marnie Chamberlain
Kei Kang	
Colby Anderson	
Sam Bahrini	

Meeting called to order at 7:15 pm by Kelsey Jones

Introductions and Housekeeping

- Timekeeper designated –
- Round table introductions – Completed;
- Next meeting set for November 20, 2017 at 7:15 pm;
- Minutes from previous meeting: **Motion** to approve minutes of the PAC meeting held October 2017. Moved by Tracey Yuruk, Seconded by Dulce Myles. All in favor. **Approved.**

Chair Report

- Chairperson Kelsey Jones circulated a draft letter regarding the one-time fundraising

donation from each family. The letter will be sent out to parents soon. Thank you to Shereen for drafting the letter.

- Kelsey also shared information regarding a fundraising option called “Candy Buy Back”, a contest organized by a Coquitlam Family Orthodontist. The notice will be posted but not as a PAC event.
- Kelsey also reminded members to please send emails to PAC chairs first, to get sent to Wendy Yu for approval and distribution.
- Kelsey presented information about an APP called “Sign Me Up”, a possible option for a way to manage volunteers. She suggested PAC take a look at this APP again, closer to the dates of school events such as the Spring Fair.
- Kelsey gave a reminder that Criminal Record Checks must be completed for anyone volunteering for PAC or helping at the school. It’s quick, and it lasts 5 years. Forms to get them completed free of charge are available at the office.
- Lavina, Alicia, and Shanaz volunteered for the role of Parent Education.
- The Webmaster, Macy Azimi, indicated that PAC email addresses are all set up and asked members to access and test their account. Questions about the account should be directed to Macy.
- Kelsey suggested the school sponsor a family in need. This idea will be revisited next meeting.
- CPF – Colby is not able to attend the CPF meetings (same times as our PAC meetings!) but she will go to website and try to print out minutes to share.

School Report – Principal Ms. Yu

- Ms. Yu welcomed the group.
- She encouraged everyone to use the school website as much as possible. She suggested going to the Homepage to find the very convenient Quick Links.
- Grade 4’s began their Foundations Skills Assessments today.
- Tennis started today. For \$13.00, the students get 6 sessions with a real coach, and everyone can learn something (ie. all levels)
- The school has been working on the school-wide goal of building relationships. Ms. Wu and Allison Hansen have had 2 separate assemblies, one for primary, the other for intermediate, presenting the theme for this month: “Whole Body Listening”, Emphasis is on the heart, and listening to others with empathy.
- Ms. Yu showed an example of the new report card template (e.g. Grade 3 French Immersion). She explained that the report card has changed to reflect the revised curriculum with a large focus on student reflection. The template includes a “Student’s

perspective” section, as well as “Teacher’s perspective”. Differences include “Literacy” (instead of reading and writing), and Numeracy (instead of math) and Fine Arts, as well as a new section called “Core Competencies”, such as empathy and listening skills. Ms. Yu also added that the “interim” reports have not changed. They go home this week.

- Ms. Yu thanked parents for all the great suggestions on how to solve the traffic problems.
- Ms. Yu shared a solution that has helped Walton Public School. On their PAC website, they have a link to a hand-drawn map of their school and the area, along with the City of Coquitlam’s Traffic Guidelines. Ms. Yu suggested doing the same for Panorama. Dulce Myles volunteered to try to put a quick link with a map, etc. on our PAC website.

New Business

- Shilpi and Bonnie volunteered to coordinate the Teacher Appreciation Lunch.
- There were questions about perhaps making the position of Webmaster a Core PAC position. This will be discussed at greater length at a future meeting.

Old Business

Treasurer’s Report

- Melda the Treasurer was not present, but as soon as it is available, the PAC will be advised of the date and time of the next Budget meeting. All are welcome to attend but it is not mandatory.

Committee Reports

- **Movie Night:** date still to be set
- **Treat Days:** Minnie Woo extended the treat deadline. Next treat day is Hallowe’en day.
Hot Lunch: this past hot lunch was a success! \$991.00 was made. A donation to the Terry Fox Foundation of \$273.00 was made. PAC made \$718.00. Next Hot Lunch is Oct. 27th.

A reminder was given regarding information to office (e.g. hot lunch dates, upcoming events, etc.) to please email to the Chairpersons by the weekend, so they can review the detail and then pass it on to Ms. Yu so she can get the emails out to the parents by Tuesday.

- **Walking School Bus** – will happen this Wednesday, Oct. 18th
- **Fundraising** – Shilpi informed the PAC about the Clothing Drive. There is a 20 bag minimum with specific weight range for each bag. PAC decided it was easier to drop the bags off to the Clothing Drive organizers rather than try to bag the items themselves. Shilpi will contact Denise Greekas to see if she is able to drop off the bags of clothing.
- **SEP** - Melanie reported that soccer club has started. She will finish up this round of intramurals and then hand over the role to Kelly Proux, who has indicated she will take on the role. As the PAC must vote in position holders, if Kelly is not able to come to a PAC meeting, she can email her intent to join, and PAC can vote her in that way.

- **Webmaster –**
 - 1) Macy asked PAC members to sign in to their PAC emails if they have not already done so and to let her know if there are any problems.
 - 2) She also requested that there be only one person in charge of responding to parent emails (Macy) and she will CC all emails to Ms. Yu and the Chairpersons
 - 3) Macy reminded PAC members that if they have a flyer, order form, etc. to go out, please send it to the Chairpersons first. It needs to be approved before it is “live” (e.g. a flyer should not go out before people can register or order.)
- **Class Liaison**
 - 1) Shilpi reported that not too many parents had signed the volunteer sign-up sheets put out on Meet the Teacher night.
 - 2) Class reps do not have a way of getting all the parents’ email addresses so Shilpi will give out yellow information request forms to the teachers to give to parents
 - 3) Ms. Yu will ask at Staff Meeting on Nov. 6th and get a list of teachers who would like a class rep.
 - 4) One teacher uses “Remind Me” APP for communication with parents. (e.g. People like it because the message can go straight to a cellphone.) PAC may want to use this APP too. Shilpi volunteered to investigate.
- DPAC – Dulce reminded members that DPAC is there for members to provide support and to answer any questions. The meeting is on October 24 and open to all.
- **Parent Ed –**
 - 1) Lavina asked members if they would like Saleema Noon again this year, or have her come back next year. Lavina also asked if PAC would like to have the Igirls and Iboys program this year. Lavina as well as Leah M. spoke very highly of the program. It would be offered as 2 2-hour workshops after school, but Lavina will also find out if they would offer the program as a Pro D day option. (It is a program that would be fully paid for by the parents of children attending.)
 - 2) Lavina also asked whether PAC is interested to bring back “The White Hatter”, a program about Internet safety and social media. Members agreed that it is a valuable program and worth trying to bring back this year. The cost is \$1072.00 for the student session (funded through the gaming fund, so at no cost to student) but parent session is 922.50, so Lavina will look into cost saving and sharing with another school. A member who works at Telus informed members that Telus also offers a program on Internet safety and it’s free.
 - 3) Ms. Yu had a question about the documentary “Screenagers” and whether the school will show the doc to students?
 - CPF – please see earlier note
 - Health & Safety – not present
 - Grade 5 – Marnie reported that the hoodies are all ready to go.

Date of next meeting is set for: Nov. 20th, 2017 at 7:15pm

Motion to adjourn meeting. Moved by Bonnie Chung, **Seconded** by Tracey. **Motion Passed.**

Meeting adjourned at 8.53 pm