



**Minutes of Panorama Heights Elementary School PAC
Meeting October 15th, 2018**

Chairperson: Kelsey Jones & Melda Okucu

Secretary: Leah Barrington

Attendees:

Abeer Muradi	Steph Kehle
Stas Tatarinov	Wei Zhang
Denise Quanson	Tide Dong
Ata Roudgar	Lynn Li
Liyu Wang	Lynn Lin
Winnie Li	Natalie Zhao
Mélanie Norris	Jane Shan
Yanshen Xu	Beilei Zhu
Zlatora Lilya	Sheema Mousavi
Alice Cao	
Colby Anderson	
David Han	

Meeting called to order at 7:20 pm by Kelsey Jones

Introductions and Housekeeping

- Timekeeper designated – Sheema
- Round table introductions – Completed;
- Next meeting set for Monday, November 19th at 7:15 pm;
- Minutes from previous meeting: change requested regarding the cost of treat days from “\$14.00” to “\$15.00”. Also, regarding the iRide program, a change was requested from “bit hit” to “big hit”. Motion to approve minutes of the PAC meeting held September 17, 2017. Moved by Denise, Seconded by Sheema. All in favour. **Approved.**

Chair Report

- Kelsey reported the PAC information at the table was well-received at Meet the Teacher Night. The many new PAC volunteers are very much appreciated!
- Kelsey informed members the letter regarding the one-time fundraising contribution will be sent out to parents soon, available in English, Farsi, Arabic, and Mandarin. Teachers will help collect this contribution.
- Kelsey reported that Shahnaaz, our Parent Ed Co-ordinator, is looking into Jessie Miller, Seleema Noon, as well as some information about nutrition programs.
- Melda reminded PAC members that last meeting she had asked for suggestions for items for the budget.
- Melda also thanked the volunteers who had worked on the contribution flyer, now being offered in four languages.

School Report – Principal Ms. Yu

- Ms. Yu welcomed the group.
- Ms. Yu presented the new report card template. It was decided by the school that there would be no grades this year. Summit Middle School, where many of our English students go on to, is also starting this year to have no letter grades. Students will be evaluated on a Proficiency Scale: Emerging, Developing, Proficient, and Extending. The first report card will go home in December. Also, there will be an Interim report card coming home November 8th.
- Mr. Jamieson reported that the Grade 4's have begun the Foundations Skills Assessments. Some classes have completed the 4 1/2 hour assessment, while other classes are still working on it.
- Mr. Jamieson said he was very impressed with the enthusiasm and support for the Terry Fox run at Panorama. The school goal was to raise \$3000. Panorama surpassed their goal and raised \$3438.55. Ms. Yu will cut her hair at an upcoming assembly.
- Mr. Jamieson also expressed his gratitude for having such a great turn-out and positive energy at Meet the Teacher night.
- Mr. Jamieson also reminded members that it is the third week of tennis with Gerry Mackin. He says Gerry is an expert at class management, who encourages the students to take risks and learn new skills. Kids were enthusiastic and it was a very positive experience for the school.
- Mr. Jamieson also spoke about the group "Digital Guise" who performed at the school last Wednesday. The students really loved it.
- Mr. Jamieson highlighted the following dates:

- Oct. 19 – Pro D Day
- Oct. 25 – Picture retake day
- Oct. 29, 30 – Hearing and vision testing for the Kindergarten students
- Oct. 31 – Hallowe'en
- Nov. 8 – Remembrance Day assembly 11:00 a.m.
- Nov. 9 – Pro D day (school closed)
- Nov. 12 – Remembrance Day (school closed)
- April 16, 17 – Spring Concert

New Business

- Mélanie explained the budget:
 - Regarding the General Account, donations from families in 2017/18 were collected on behalf of the PAC by the school via School Cash Online and were not reported on the PAC financial statements but amounted to \$4766. Funds in the School Cash Online account were used to reimburse teachers directly for the Teachers Incentive Fund (TIF) amounts. A balance of \$519.30 remains in the school's accounts, to be spent by the PAC in 2018/2019. In 2018/2019 the donations will be accounted for on the PAC's financial statements, and \$4000 is being projected.
 - A number of students have transferred from Panorama to the new elementary school, Smiling Creek. Since Smiling Creek was not open in time to apply for this year's gaming grant, and the gaming grant for this year is based on last year's enrollment, the Smiling Creek PAC has requested that Panorama pay them \$140 to reflect the gaming grant money they would have received for the students who transferred to Smiling Creek. There is no guideline from DPAC, so it was put to a vote to decide whether or not Panorama would pay Smiling Creek. Eight members voted in favor of paying the money, and 8 voted against. It was decided that Melanie would finish the budget presentation and that the Smiling Creek payment would be approved if the budget was approved as presented.
 - Factoring in a budgeted \$2500 technology expense (to reduce the technology war chest fund), a \$3555 deficit is being projected. However, with net revenue of over \$5000 last year and over \$30,000 in the general account, Panorama PAC's financial position is strong.
 - Regarding the Gaming Account Budget, the gaming grant is normally \$20/student based on previous year's enrollment. Amount is higher this year as there was a one-time 20% increase to \$24/student. Next year will return to \$20/student.
 - Net revenue of \$751 is being projected for the gaming account.

- Melda explained the Educational School Upgrades Fund (Formerly known as Technology War Chest Fund) : Bylaw (Section XIII Finances, sub article 19) states that this fund shall be maintained for the specific purpose of purchases of educational equipment upgrades for the direct benefit of all students. During each fiscal school year, the PAC shall allocate a minimum of \$3000.00 in the Annual Approved Budget to this specific fund. Decisions on purchases will be based on a prioritized school wish list, provided by school administration, in consultation with teachers. The list is to be reviewed annually and may or may not change on a yearly basis. These funds may be spent on purchases at any time, following procedures as per Section XIII, 13. If any or all of the reserved funds are not used in any given year, they must be carried forward to subsequent school fiscal years and added cumulatively up to a maximum of \$9000.00. Prior to the end of the school year, the PAC Executive must ensure these funds have either been spent or carried over and reserved in the PAC General Account. Records indicating each year's contributions and withdrawals must be kept as part of the overall

financial reporting and statements. A specific note on the financial statements shall demonstrate the following: Year, Annual Contribution, Withdrawal(s), and Cumulative Total.

- Melda also explained how allocations to the Educational School Upgrades Fund (Formerly known as Technology War Chest Fund) had been frozen for the previous 2 years as the limit of \$9000 reached. A motion was raised to resume again allocations of \$3000/year (to a maximum balance of \$9000 in the Educational School Upgrades Fund). This motion was raised by Denise, seconded by Stephanie, and all were in favour. (NOTE by Melda: big part of this fund was spent in 2017/18 and remaining portion around \$2500 will be also used towards the new TV purchased for the school.)
- There was a vote regarding the General Account. Denise raised the motion to agree with the General Account budget, it was seconded by Winnie, and all were in favour. (This vote also included agreement to transfer \$140.00 to Smiling Creek.)
- There was also a vote regarding the Gaming account. Denise raised the motion to agree with the Gaming Account budget, it was seconded by Stephanie, and all were in favour.
- Kelsey asked if anyone was interested in organizing a Whitecaps Fundraiser with Adrian Lafleche, but nobody was able to volunteer.

Old Business

Committee Reports

- **Movie Night:** Winnie reported that Jennifer can help. Upcoming Movie Night is Nov. 2.
- **Treat Days:** Colby reported that the first treat day will be October 26th.
- **Hot Lunch:** Catherine sent a message that September's hot lunch was very profitable, with 310 orders. They were able to make a \$310 donation to the Terry Fox Foundation. Thank you to the many moms and one dad who were able to help! Help will be needed again for the next hot lunch on Oct. 26th.
- **Traffic** – Denise reported that traffic is improving.
- **Walking School Bus** – The first one is Wednesday, October 17th.
- **SEP** – Stephanie reported registration for 4-Way Soccer will open on Monday, October 22. Volunteers are needed to help with this program. Kindergarten soccer will happen in May.
- **Website and Communications Coordinators – no report**
- **Class Liaison – no report**
- **DPAC** – Dulce sent the following message: All candidates running for School Trustee in SD43 have been invited to participate in a meet and greet style event on Tuesday, October 16th from 6:30 – 8 pm at Winslow Centre gym. No registration required.
- **Parent Ed** – Shahnaaz was not present, but Stephanie may create an on-line survey for parents to express what topics they would like to learn about this year. There was discussion about proposed topics and speakers regarding parent and student education. Parents and members are asked to email Shahnaaz if they have suggestions or questions. Parents and members with any feedback regarding Saleema Noon or other speakers or programs are asked to speak to Ms. Yu. Parent as well as student education will be discussed at the next meeting.

- **Health & Safety** – not present
- **CPF** – Stephanie will send out an email out to French Immersion parents, summarizing the role and services of the organization Canadian Parents for French.
- **Grade 5** – Ting Ting sent a message that the deadline for Grade 5 hoodies is Tuesday, Oct. 16th.
- **Athletic Club** – Registration is now closed. There are 50 students on the list. The first session went well. There is a student coach, Stella Roumieu, who will be designing some of the field stations and earning Grade 8 leadership hours.

Date of next meeting is set for: Monday, November 19th at 7:15pm

Motion to adjourn meeting. Moved by Colby, **Seconded** by Denise. **Motion Passed.**

Meeting adjourned at 9:25 pm.