

**MINUTES OF PAC MEETING
WALTER LEE**

MAY 16, 2016 7 – 9 pm

IN ATTENDANCE

- * Susan Tse – Vice Principal
- * Kirby Elcombe – incoming principal for 2016-2017
- * Lori Bazso – Teacher
- * Lesley Schnepfer – Chair / Fruit and Veggie Program Coordinator
- * Regina Yee – Treasurer
- * Anja Rosenke – Secretary / Canteen Coordinator
- * Bob Mann – Past Chair / Member at Large
- * Tina Leung – Canteen Coordinator / PAC Website
- * See attendance sheet for list of parents who came

ABSENT

- * Madhuri Pendharkar – Principal

Adopt meeting minutes from last meeting. Lesley motioned, Bob seconded. Passed.

TREASURER REPORT

- Canteen and Prowlathon/Donation letter are main forms of fundraising. So far this year Canteen is at almost \$5000, Family Photo Night \$300, DDA Clothing Drive \$750, Prowlathon \$4800 + approx \$2000 still to deposit.
- Through these funds, PAC funds fieldtrips for each class, gives class allotments, helps admin, library, ELL, resource, acquires wishlist items from teachers annually (like projectors, smartboard), Grade 7 Farewell, Readers Choice, various arts program (hip hop), and sometimes a bigger project like playground in 2010
- This year we received a donation from TD Bank – bought sports equipment with it.
- We fund a scholarship for a Grade 12 student at McRoberts and McNair each (past Lee student)
- Important to use up gaming grant funds by the end of year.

SCHOOL CLOSURE REPORT & DISCUSSION

****ATTEND PALMER'S OPEN HOUSE on WED, MAY 18 at 6pm****

- Info package was circulated to parents who attended.
- Encouraging parents to continue giving input. You don't want October to come, and think you could have done more. Attend Open Houses. The board wants to hear parents' concerns/ anxieties/ priorities. They do want to hear why Lee matters to you. There is a place for the emotional argument. They welcome phone calls, emails, Let's Talk Richmond website.
- Deadline for public input – **June 20**.
- Closure recommendations will be announced on **Sept 19**.
- The school board will hold a meeting to hear input from schools affected on **Oct 3**.
- Final decision on schools closing – **Oct 17**.
- **Important note** **contact your school trustees** They will be the ones making the final decision. They are our elected representatives. Voting will come down to seven trustees.
- Parents said they like receiving information re/ school closure via email with clear and concise instructions.

ACTION: Bob and Susan – check if we can access school's email list over summer to keep

communication on this topic open.

Overview of presentation to board:

1. View our available space (capacity) as a positive. We can welcome students from other schools.
2. Townhouses and apartments back onto almost all sides of Lee. Affordable housing is positive for having a continuing student population entering Lee.
3. Also pointed out it was away from main streets and although there are six ways to the school, only one is by road.
4. Robi and Bob expressed that it is a priority for our families not to cross major streets
5. Our grounds are a hub for the community and much used even outside of school hours.

ACTION: Bob to summarize and post on website a document outlining presentation to board.

Important additional info:

1. District considers their district programs portable. French immersion, Strong Start, Montessori, etc., can be moved.
2. 15-minute walk (3 km Walkshed) is one of the main criteria heard over and over again from district. Probably stemmed from hearing it from parents as a priority
3. Also important of course is the need for seismic upgrade and facility maintenance costs.
4. Focus isn't on having all large elementary schools, some remaining schools may be smaller ones. Bigger ones may be closed.
6. Either way, the outcome will impact all schools in Richmond – staffing, reestablishing community, transitioning students, school catchment boundaries, high schools, etc.
7. City centre is where population is growing in Richmond, not outlying areas. Closures are happening where a number of schools are clustered together.
8. If it's decided that a certain school will stay open, they will inform school in advance of October.

ACTION: Bob and Tina to organize getting contact info on our website and also send email out to families with info on how to give feedback to trustees/ board. Link to Let's Talk website.

- Open houses - format? There will be display board about each school. Can see what it looks like if one school closes – provides a scenario. Then the boards will be brought to the individual schools for further viewing. It will be an open forum, nothing structured. In attendance we can expect – reps from the school board - Mark de Melo and Sherry Elwood (superintendent), elected school trustees and probably many principals and VPs.
- A big thank you to our 2 parent representatives, staff and admin, who volunteered their time to preparing and presenting a strong and thoughtful argument and working hard to help keep Lee open.

ADMINISTRATION REPORT

- Schedule of Pro-D Days for next year is out. Will be posted on website.
- **Technology changes** within school/district – email is going over to Outlook, Absence Management system is changing (TOCs, EAs). Accounting system is changing as well, going cash-less. Parents need to register. Hope to get many before end of June already.
- **Reporting system** is changing too – teachers will have the option of providing traditional method (3 report cards and 2 conferences) or formative assessments (several teachers already using Fresh Grade to communicate with parents re/ children's activities and progress). Parents present voiced that they liked it so far – direct, personal and ongoing.
- **Next year** – teachers will have a choice as to how they would like to report. Up to them how they would like to report. Some may choose trad, some formative. Details are still being worked out. Will parents who are already using FreshGrade be asked for input during decision-making?

- **Lockdown Measures** – 2 different levels. If danger is inside school: announcement over PA, all doors lock, kids out of sight, no lights, no phones. If danger exists outside of school - **Hold and secure**. All children stay in classrooms. Blinds down. Staff can walk halls. All clear - code green
 1. Will school report to parents afterwards? Yes. And to surrounding schools too.
 2. Are specific plans in place for special needs kids who may not hear what's happening or react to loud sounds? Need plan in place.
 3. One drill already taken place – there will be another in June.
- Outdoor Ed – big success, Elphinstone is beautiful. 4 staff went. Played a couple of pranks on kids. Very good weather. Lots of outdoor time.
- Lee is adopting an Olympic athlete! Naomi Thomas - Ms Ip's daughter – going to Rio for Butterfly swimming. School will do little fundraising – create a hockey card and lanyard. ETA – towards end of May

UPCOMING DATES

- Early Dismissal (BCTF) Tues, May 17 2pm
- Victoria Day - No school Mon, May 23
- Track Meet at Minoru – Thurs, May 26
- Band Concert Tues, May 31 1:30pm
- Teacher Appreciation Lunch – Wed, June 1 (prior to teacher candidates leaving)
- Sports Day – Friday, June 10

PAC BOARD ELECTIONS

- Secretary and treasurer are minimum positions that need to be filled in order for board to be active.
- Regina - will stay on as treasurer for this year but needs to train someone, especially with gaming grant. Would like to know by January so can start.
- All parents are members of PAC.

POSITIONS

PAC Chair – Lesley Schnepfer. Bob nominated, Tina seconded. Passed.

Treasurer – Regina Yee and Julie Bevan as co-treasurers. Bob nominated, Anja seconded. Passed.

Secretary – Anja Rosenke. Bob nominated, Lesley seconded. Passed.

School Closure Committee - Bob Mann and Robi Chakbarati. Regina nominated, Lesley seconded. Passed.

NEXT PAC MEETING – October 2016 – DATE TBA