

***We acknowledge that we are on the shared traditional territories of the Coast Salish peoples and the Musqueam, Squamish, and Tsleil-Waututh Nations... and for this we are thankful.***

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*Date:* September 11, 2019

*Location:* Roberts Library

*Time:* 6:30 - 8:00 pm

*Exec attending:* Andrea, Greg, Ian, Leanne, Ryan, Chris, Sandy - *Absent:* Holly, Sarah

*Parents:* 24 signed in

➤ Welcome and Introductions - Chair

- Andrea introduced each of the exec attending meeting
- AGM will be next meeting: October 9th
- Highlighted some accomplishments from last year - eg: standardized processes, conducted surveys, implemented teacher funding requests, updated financial processes, tripled direct appeal goal, at least doubled all other fundraising goals
- Annual report and goals from last year will be available on our website in the meetings section which is also where minutes from the general meetings will be if you are unable to attend
- PAC exec is reviewing goals and are seeking ideas/needs for 2019-2020 from PAC membership
- PAC exec is updating PAC Bylaws - will send out shortly for feedback and approval at the October meeting
- Participated in community issues, eg: King George redevelopment, DPAC initiatives, budget participatory process
- Considered completing an inventory of grants - but first need to know what we want
- Special thanks to Holly for documenting fundraising processes - integral to sustainable programs
- Check out the volunteer section on our website: <https://www.lordrobertspac.ca> - there is something for everyone!
- At the last meeting of 2018-2019 PAC discussed possibility of school lunch program - on hold to better implement edible education program
- Parent, Anna, previously from the Annex is discussing pizza lunch program with admin and exec
- Question from parent: will there be options for kids with dietary restrictions? ACTION: will consider request and follow up

➤ New Admin Introductions

- Principal - Sean Marlyn
  - Started in 1986 with Vancouver school board - grounded in Montessori teaching
  - Has 2 kids - one in grad studies - one doing bachelors
  - Previous experience included VP at Kitchener during seismic rebuild; UBC middle school which is a big complex school, like Roberts; and most recently at Graham Bruce at Boundary where there were some social emotional challenges

- Said that Roberts' kids are friendly - they shake your hand!
    - First goal is peace, order and good government!
    - Described his style as a "walking principal" - the more we are around and know the kids, the better - important to be on the playground to deal with problems as they arise
  - Vice Principal - Amarit Marwaha
    - Started teaching in Langley - spent 9 years there
    - Moved to Vancouver and started with VSB
    - Worked at Moberley, Carlton, and spent the last 9 years at Elsie Roy where she was the IB coordinator
    - Goal is to learn students' names!
- PAC Reports:
- Chair - Andrea
    - Described ways that parents can learn about the school community and events:
      - Weekly or bi-weekly admin email bulletin
      - Weekly PAC email bulletin
      - school website: <https://www.vsb.bc.ca/schools/lord-roberts/Pages/default.aspx>
      - PAC website: <https://www.lordrobertspac.ca>
      - Twitter: @PAC\_Roberts
      - Facebook: @LordRobertsElementaryPAC
      - Division Reps
      - PAC general meetings
    - Described code of conduct for communication: first point of contact is always the teacher, then discuss with admin (ie: Principal and Vice Principal); if further problem solving needed approach PAC exec
    - When problem solving, please give people the benefit of the doubt and listen to the reasons for a decision
    - Parents have a lot of questions, like, why isn't my kid eating lunch? Exec and admin are compiling a list of Q+As to be posted on the website
    - Reminder that PAC exec are volunteers
    - An agenda for each general meeting will be in the PAC e-bulletin on the Friday before the Wednesday meeting
    - Submit agenda items to the Chair: [info@lordrobertspac.ca](mailto:info@lordrobertspac.ca)
  - Vice Chair - Ian
    - Described how Division Reps can help with day to day communication amongst the classroom parents, eg: field trips, etc. - more information is on the website
    - Highlighted that each teacher has a different way of communicating
    - Used a parent survey as a guide for fundraising initiatives - last year 50% of parents responded
    - Number one request: providing funds to teachers for their classroom
    - Explained that teachers often request things like pencils and toilet paper rolls - PAC has created an in-kind donation page on fundraising page of PAC website
  - Treasurer - Greg
    - Starting the year with \$16,000+ - compared to \$10,000 last year

- Apply for Gaming Grant every year - \$20/student this year - \$12,000 disbursed in November
- Gaming funds: can only have 20% on hand and there are specific rules about how to spend, ie: field trips, classrooms - non-curriculum activities
- PAC exec may approve <\$250 and >\$250 must be voted on at a general meeting
- PAC received \$1300 from Whole Foods from their bag-free donation program - PAC identified a need for compost bins as part of the Edible Education program - cost of compost bins is \$900 suggest remainder be used for lunch labs
- **MOTION:** Ian moved: Assign whole amount, \$1300 to Edible Education program for their use, eg: Lunch Labs. Rochelle seconded. All in favour. Motion carried.
- Parent question: concern about rats? Will follow up with teacher Brent who manages Edible Education
- Fundraising - Andrea for Holly
  - Fundraising and event handouts on each table
  - Volunteers urgently needed for Back to School BBQ - we currently have 19 of the 70 volunteers needed - many student positions available - similar need for Movie Night
  - Check out the new on-line volunteer sign up on the PAC website!
  - Students can sign up to volunteer on the PAC website using their parent's email address
  - Grade 6 and 7 students require hours for community service in curriculum
  - Parent question: at what age/grade can a student volunteer? Will follow up with Holly
  - Parent question: if a parent volunteers, will there be childcare for their child? Will follow up
  - Parent question: when is a criminal records check needed for volunteers? Will follow up
  - Email distribution: both the weekly PAC e-bulletin and the School e-bulletin are sent to the school's email distribution list - PAC has its own list which is used to share activities/information that may be in conflict with VSB, eg: information about political candidates
  - If there are changes to your email address please contact the school admin

#### ➤ Exec Elections

- Reviewed exec roles and time commitment - PAC Nomination Sheet provided on the tables
- Requested nominations for all exec roles - vote at October 9 meeting
- Submit nomination form to Andrea or Ian by next Wednesday, September 18
- Discussed time commitments and explained that a number of other volunteer roles are available that are not exec
- All volunteer roles have a different degree of commitment - lots of opportunities to contribute to the school!
- Current Treasurer is no longer a member of PAC - must expedite Treasurer nomination and vote
- Andrea called for nominations from the floor and Juciane Gomes expressed an interest and described her experience in accounting

- **MOTION:** Raymond moved: Acclaim Juciane Gomes as PAC Treasurer effective September 12, 2019 and for the 2019-2020 school year. Chris seconded. All in favour. Motion carried.

➤ Q+A

- Parent described confusion in Division 15 and thanked Amarit for sending clarifying email
- School calendars? - have just arrived and will be sent home this week
- Winter clothing donations? - will follow up
- What are Principal and Vice Principal's vision for Lord Roberts? Any big changes afoot?
  - Sean - brings values to the role vs. an agenda - in learning mode - complimented existing programs, eg: edible education
  - talked about new code of conduct at first assembly - social and emotional part is important
- Friday lunch off school grounds?
  - need permission from parents for Grade 6 and 7 students to leave school grounds at lunch on Fridays - hand-out will be sent home with students tomorrow
  - Concern about safety in the area - can teachers/adults patrol the area?
  - Amarit - have created permissible perimeter for the area - teachers cannot provide support off site - will go to local businesses with VP's card if problem arises - map of boundaries on permission slip
- What is policy for picking up students in their classroom?
  - Sean - want to check in with staff, understand reason for the policy
  - It's a scary transition for grade ones when parent cannot take them to class
  - Ian - talked to previous Principal about this - there are 600 students and if only half the parents come to the classroom it creates chaos and disruption for the class - intention was to avoid chaos and foster independence
  - Open communication with teacher is good - important to find out how your child's teacher communicates
  - Andrea - decision made for safety and security reasons, to promote independence, and reduce disruption
  - Meeting outside classroom fostered bonding for some parents, however want more inclusive opportunities to engage and connect parents
  - Creating Division Representatives was a response to this
  - Sean - reminder that all visitors must report at the office
- Need volunteers for Division Reps!
- Back to School BBQ is next Thursday, 19th
- Parent described welcome letter provided by all teachers at Lord Roberts Annex - information was provided about how best to contact the teacher - want this at Lord Roberts
- Sean - can send out staff list
- Safety concerns:
  - Concern about people being on playground - Sean reiterated his approach to being visible in the school and on the playground
  - Homeless people sleep in alcove - go directly to admin if this happens
  - What is perimeter check in the morning, eg: to look for needles? Who does it? What's protocol?

- Answer - engineer does it - can inquire with City about helping, GNH clean team, and community police
- Posting class assignments at the beginning of the year? - grade 2 child new to the school - couldn't find him! - post new children's classes on first day
- Discussion about doors being locked - Sean - VSB supports locking some doors
  
- Parent wishlist - Andrea
  - Acknowledged that parents want to connect with other parents
  - Liked pictures of teachers with all their names outside the office
  - Will work more on this over the coming months
  
- Adjournment

*Next meeting:* October 9, 2019