

Mark R. Isfeld Secondary PAC
October 15, 2018
Meeting Minutes

Present: Mariah Moraes, Lisa Taylor, Tom Mason, Sheila McDonnell, Jay Miller, Fiona Miller, Sam White, Jo Payne, Mary-Jane Douglas, Sean Lamoureux, Shannon Aldinger, Dawn Sheppard, Lauren Lan, Ed Howard

Call to Order/Welcome & Introductions

- Meeting to Order: 7pm
- Round Table Introductions

Approval of Agenda

- Tom moved to adopt the agenda as presented: Shannon seconded. Voted, passed

Approval of Previous Month's Minutes

- Mariah moved to adopt the minutes as presented subject to addition requested on health ed: Mary Jane seconded, voted, passed

Reports:

• **Principal's Report – Sean Lamoureux**

1. Good News Items:

- Terry Fox run: almost \$6000.00 raised
- Meet the teacher evening
 - Changes: more support for grade 8 parents on MyEd Portal
- Shelly Moore will be here on October 15th to help support our teachers
- Homework Club: 8-9:00 am Tues / 3:30-4:30 Thurs
- Peer Tutoring Club & French Immersion Tutor established
- Provincial Student Voice: sent 4 students
- Numerous university visits the last few weeks

2. Challenges

- This year the start of Project Wednesday has been delayed while an informal review occurs.

Project Wednesday

- Numerous consultations with students, staff, parents and the Assistant Superintendent
- Groups generally see the value in projects but there are many varying views and opinions

- Any final decision has the potential to frustrate some

Generally, groups valued projects. Some clear themes became evident:

1. Structure
2. Transition
3. Length of time
4. Attendance
5. Role of TA
6. Project Criteria
7. Evaluation Criteria

- Need to remember that the Capstone project & CLC (Career Life Community) is a graduation requirement of the New Curriculum.

3. Upcoming

- Tuesday Nov 13th @ 7:00 pm: Grad Fashion Show

4. Budget:

Four Sources of Revenue

1. District Accounts
 2. Trust Funds
 3. Grants
 4. PAC
- Evergreen Funding (special one time)

Philosophy: It's not my money . . . how do we want to spend it and are we aligned as a district, school and staff

Filters for Decisions

(Alignment with district, school, staff, resources)

1. Strategic Plan
2. Aboriginal Enhancement Agreement
3. School Goals

Schools are run on two types of budgets.

1. **District Accounts:** Based on headcount
2. **School Trust Funds:** Collected from students/families or fund raising

1. District Allocation

Headcount 1030 (April 2018)

| | 8 | 9 | 10 | 11 | 12 | Total |
|---------------|-----|-----|-----|-----|-----|-------------|
| Headcount | 60 | 85 | 120 | 140 | 125 | 530 |
| Fr Immersion | 119 | 67 | 80 | 95 | 74 | 435 |
| International | | | | | 66 | 66 |
| | | | | | | |
| TOTAL | 179 | 152 | 200 | 235 | 265 | 1030 |

- General Supplies Ex. 105.00 \$111 765.00
- Library - -
- French - -
- Resources - -
- Equipment Replacement - -

TOTAL \$250 472.00

This amount traditionally covers the basic “running” of the school like office supplies, paper, departmental purchases, field trips, Pro-d, postage, telephones, equipment replacement.

| | |
|------------------|---------------------|
| Amount allocated | \$250 472.00 |
| Debt | - 46 674.72 |
| SUB TOTAL | \$203 798.00 |
| District covered | 23 545.46 |
| TOTAL | \$227 343.46 |

B. Trust Accounts

Trust accounts are monies collected from students, families and/or fund raising.

The “rule of thumb” is to collect what you need with a small contingency.

We have approximately 149 Internal accounts that were created for a variety of sports, clubs, trips, special projects, etc. #2 of the accounts have “0” in their budget while another 28 accounts are in debt.

Some examples of trust accounts include monies raised for the band trip to New York, Christmas hampers, 48 different sports teams (ie: Basketball ~ Gr 8 boys & girls, junior boys & girls, senior boys and girls), athletic banquet, 20 different clubs

5. Optional: The Legalization of Cannabis

- Information was emailed to all parents from the School Board Office.
 - o Discussion

• **Trustee's Report – Sheila McDonnell**

- The Board's focus at this time is supporting the new-year activities as staff and students settle in. Many emerging issues and actions are waiting, pending the new board orientation and work beginning.
 - o District start-up – reported quite smooth everywhere. Happy to have an increase in numbers again, initially up 195. We have not had the update from the Sept 30 count on which final Ministry per capita funding is based.
 - o Sept 25 Board meeting focused on approval of the 2017-18 Financial Report and report from the Auditors. We are pleased to have had a good operating surplus, some of which is set aside to rebuild a standby surplus fund, as we had depleted any savings trying to maintain programs over the past period of declining enrolment and downloaded costs.
 - o The Board approved a special Evergreen Fund to be allocated to each school for use to begin renewal and rebuilding of resources that have been cut to the bone in past years. The allocation was about \$600,000 and will be spent according to school priorities with principals leading consultation in the school communities.
 - o The new Community Education Policy, which sets out criteria for community school designation was approved last year and Lake Trail and Courtenay Elementary (provisionally) were recommended and approved for community school status at the last board meeting.
 - o A new policy on School Closures was approved as recommended by the policy committee. In the hope of discouraging the divisive processes we have seen in the past, the policy includes more explicit direction on providing full information on background and options and using more engaged models of consultation for any proposed changes.
 - o The new website is up and running. The IT team continue to work on improvements and supporting school sites. Any feedback on your experiences finding information etc will be very welcome.
 - o At our Education Committee meeting last week, we reviewed the successes of each school and district programs over the past year – a good time to reflect on all that has been achieved in spite of some very challenging issues. The powerpoint from this should be on the website soon
 - o Elections- candidates have been acclaimed in several jurisdictions – Janice Caton and Kathleen Hawsbury in Courtenay, Sarah Jane Howe in Cumberland

and myself for Area A. A forum was put on by the education partners - attendance was small but the discussions were good. I believe a video of the event is online. We feel very positive about the makeup of the board no matter who wins in Comox and Area B. The second candidate withdrew in Area C but his name will be on the ballot making it important that people still vote for the remaining candidate, incumbent Ian Hargreaves. There is the unsettling possibility that someone not running could receive votes and win by default, requiring a by-election at considerable cost. I encourage anyone in those 3 areas to be sure and vote. October 23 will be the last meeting of the current board. The new board will be sworn in Nov 6 and election of chair and vice chair will be at the meeting in late November. Trustee Assignments will come after that. Thank you for the opportunity to have participated as the Isfeld Trustee liaison. I've enjoyed it very much and would welcome a renewal of that, but we will see. As always if any of you have questions, I can be reached at sheila.mcdonnell@sD71.bc.ca or 250-218-8571

• **DPAC Report – Ian Langmann**

- Dr. Claire is willing to put kits together for the elementary schools - \$450/kit
- Wondering how Dr. Claire will be phased out
- Dr Claire presentation Dec 3 – Vanier School

• **CPF Report – Jo Payne**

- Our first meeting of the school year will be held on Thursday, Nov. 1, at École Robb Road Elementary – details will be sent out to all French Immersion school principals to distribute to their parents and post on their websites – it will also be on the CPF website.
- CPF Comox Valley has a new website: www.cpfcomoxvalley.ca
- There is a Beginner French Class for Parents being held Oct. 29-Dec. 17 at Isfeld school, from 7-8:15pm each night, with no class on Nov. 12. It will be taught by Cheryl Adebar, and there are currently 16 parents signed up for the 20 spaces available. Another beginner class, as well as an intermediate class, will be taught in the spring, sponsored by CPF.
- There are 40 new French Immersion Kindergarten students who are signed up with CPF family memberships through the Robb Road PAC, which is very exciting for our chapter, since all memberships each year see 90% of the \$25 annual membership fee being returned to the local chapter to use to benefit students in this district!
- New memberships are always welcome – there are sign-up forms available here, or registration can be done online.

- We have a brand new co-chair, Dawn Sheppard, and are actively seeking a new treasurer and any other new members to come regularly and to think of ways to boost French Immersion experiences, culture and language in the Valley for our kids. If you are interested, please come to our meeting, and feel free to contact Lisa Taylor at lisa.taylor.ed@gmail.com.

Old Business

• Update on Dr. Claire presentation – Shannon Aldinger

- Two presentations – Nov 19 at Puntledge 6-7:30 for parents, free of cost.
- Target high school parents – Monday Dec 3 at 6-7:30, at Vanier. DPAC will be covering the costs.
- The invitation is open to the whole district, and it is hoped there will be a good turnout.

• Update on Salad Bar Program – Lauren Lan

- Lauren and Tom attended the Farm to School conference in Vancouver last weekend. Very informative. So many schools in BC are doing so many awesome things regarding food sustainability. The other important message was that to run a successful Farm to School project, like a salad bar program, requires the involvement of a cohesive team including principal, teachers, admin, parents and students.

New Business

• Treasurer's Report + Approval of PAC Budget – 2018-2019

- Mary Jane presented the budget. (Attached)
- Discussion regarding allocation
 - Traditionally we spend: 50% on athletics; 30% on Fine Arts, 20% on Academics.
- Mary Jane moved to spend the gaming funds as above. Dawn seconded. Vote, Passed.
- Discussion of a new grant application for the Salad Bar program
 - This would have to be done via a separate general PAC account (not gaming)
 - Lisa had a chance to speak with Isabel about this. She suggested we speak with the district finance office, since the Salad Bar funds are channeled through a school account, and PAC should not be wholly in charge of the Salad Bar account, as the school is so involved in site-based logistics and expenses. Lisa will follow up.

- Discussion of spending of PAC District Funds for 2018-2019 – Parent Education/Salad Bar Program
 - Approx \$824 from DPAC for parent education.
 - Mariah moves that these funds be designated for salad bar education. Sam seconded, vote, passed.

Meeting Adjourned at 9:08

Next PAC Meeting: November 19, 2018 ** note date change due to Remembrance Day**