

**Chalmers Parent Advisory Council**  
**Meeting Minutes**

November 17, 2016

**In Attendance: 9 present**

Principal- Ken Levenstein

Teacher Representative- Patrick Klassen

Chair, Hot Lunch Coordinator, & Playground Committee- Michelle Flett

Treasurer- Denise Beaudoin

Secretary- Teresa Zickefoose

Quebec LFI Fundraising Chair & CPF Representative- Julie Hanna

Parents: Carla Psachas, Shannon Kane, & Tina Matsalla

1. **Call to Order** @ 6:43 pm. Minutes recorded by Teresa Zickefoose

2. **Approval of Agenda**

*"Motion to approve the agenda"*

*Motioned: Michelle Flett    Seconded: Teresa Zickefoose*

*No further discussion noted. All in favor.*

*Motion passed and agenda approved.*

3. **Adoption of Minutes from September 28, 2016 PAC Meeting**

*"Motion to adopt the minutes from the September 28<sup>th</sup>, 2016 PAC Meeting"*

*Motioned: Michelle Flett    Seconded: Denise Beaudoin*

*No further discussion noted. All in favor.*

*Motion passed and minutes adopted.*

4. **Chair's Report**- Michelle Flett

a) Hot Lunch Update: 'Munch a Lunch' System initiated. Anyone who did not set up an account, now has one started for you. A note with instruction will be given to those parents that submitted paper forms. There is a support # on the website, if anyone is having difficulties.

b) Interviews were done with the North Delta Reporter, and Z-TV Punjabi network, to inform the public about our fundraising efforts for a new primary playground. We are seeking volunteers to help, and also translate in Punjabi.

c) The PAC has two vacant positions: DPAC (District Parent Advisory Council) Representative, and Vice Chair. We welcome Julie Hanna, to the CPF Representative Position.

d) Pub Night TBA for February

e) Frozen Food Fundraiser-Anyone who has 10 or more orders on their form, will be entered into a draw for Canucks Tickets

f) Poll taken through 'Survey Monkey' for Hot Lunch preferences: #1=Pizza, #2=Subway & Whitespot, Sushi & Samosas not as popular on their own.

g) Enquired if parents are able to purchase Chromebooks (laptops used by Chalmers students) through the school, with the District's discount. They are user friendly, and online based. They aren't tied to a computer or flash drive, and no updates are required. They also aren't affected by viruses.

5. **Fundraising Coordinator's Report**- Ranita Kajla (absent) update provided

a) **Western Direct Fundraiser:** Orders are now due Monday, November 21<sup>st</sup>. Delivery is Wednesday December 7<sup>th</sup>, with pickup between 1-2pm. Delivery is at 1200. **We are seeking volunteers, to sort and help with distribution.**

b) **Neufeld Farms:** fundraiser to be scheduled in January for the week before Easter.

c) **Chalmers 'Fun Night'** to take place Thursday, June 8<sup>th</sup>, 2017. Partyworks has been booked for the event, and the Lions Club have committed to cooking burgers/hot dogs again this year. We will request theme baskets to be done again by each division.

d) Currently working on a letter, to provide to sponsors, for donations of food and prize items.

6. **Secretary's Report**- Teresa Zickefoose

a) "Toonie Tuesday" Treat Day planned for November 29<sup>th</sup> at Lunch Break. We will be selling Kernels Popcorn: Buttersalt, Kettle Corn, and Dill Pickle. Our last Cake Pop Treat Day made a profit of \$296.90.

b) Popcorn Maker : Consider splitting the purchase with the school? Options being reviewed.

c) Christmas Concert: Consider hot chocolate, candy canes, popcorn, and cookies?

d) Thank-you to Ken Levenstein for updating the Chalmers Website, to include updated PAC information and minutes.

7. **Treasurer's Report**- Denise Beaudoin

a) Updated Income Statement provided for our review.

b) Student Education fund of \$1100.00 remains available. Usage to be determined.

c) Cultural Performance- 'Zumba' booked for four day period in April. \$1400.00

8. **Committee Reports**

a) **Safety Committee**- Dave Dunn (absent) update provided

i) School Emergency kits aren't funded by the District. We are responsible for our own kit purchase and maintenance. We don't receive government assistance for this. To date: \$1594.00 of requested emergency funds received from Chalmers parents.

ii) Dave Dunn's update: Water and food bar supplies for each student and teacher for 72 hours. Expiry date for both is March 2018. We have increased our student and teacher numbers, so we will need to update some of those supplies in the near future. Dave is going to do an inventory of the emergency bin, and will provide an update once completed.

b) **Playground Committee**- Michelle Flett

i) Working on a Playground Fundraiser sheet. Brick fundraiser forms completed.

c) **CPF Representative**- Julie Hanna

i) Exploring available grants.

9. **Principal's Report**- Ken Levenstein

a) District Powerpoint presentation of the New Reporting Template. The new report card format has been implemented at Chalmers this year.

b) Another information session, on the New Reporting Template, will be provided for parents prior to the next report card. Date TBA. The new curriculum has less emphasis on facts, and more emphasis on developing deeper learning. Flexible classroom learning is more personalized. These drastic changes have come from twenty years of teacher input.

10. **Teacher Representative Report**- Patrick Klassen

a) Requesting Four to Five thousand dollars from the PAC, over 3 years, for the development of a Sensory Room here at Chalmers. This multisensory environment is to promote intellectual activity, promote self-regulation, and encourage relaxation. Its purpose is to benefit everyone, when they need a place to re-center. The room would need various upgrades such as: soft lighting, paint, mats, ceiling tiles, swing, fountain,, exercise bike, and games.

11. **New Business**

a) Presentation completed by Patrick Klassen, regarding proposal to establish a Chalmers Sensory Room. He is the new Mainstream Support Teacher at Chalmers, and is dedicated to the development of this Sensory Room at our school, and feels that it will benefit all kids. He is looking at outside funding & grants, in addition to PAC funds.

12. **Adjournment**-@ 8:35 pm by Michelle Flett

**Next PAC Meeting: Wednesday, January 11, 2016 @ 6:30**