



# École Marlborough Elementary School

6060 Marlborough Avenue, Burnaby, B.C. V5H 3L7 Phone: (604) 296-9021

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## **PAC (Parent Advisory Council) General Meeting Minutes**

*Wednesday, November 29, 2023 – 6:45pm ~ 7:58pm*

Location: Zoom online

### **Attendance**

**PAC Executives:** Tanja Scekcic Ivkovic (Chair), Cassandra Vandusen (Vice-Chair), Florence Dompas (Treasurer), Mariah Battiston (DPAC Representative), Debby Yao (Secretary), Mill Tsang (CPF Representative)

**Marlborough Staff:** Francine Giacomazza (Vice Principal)

**Parents:** additional 15 parents

**Regrets:** Ajlin Mehmedi (Secretary), Gigi Ng (Member-at-Large), Emre Duygun (CPF Representative), Akshay Shekhawat (Member-at-Large), Lily Sharma (DPAC Representative)

### **Agenda Items**

- 1.) Land acknowledgement
- 2.) General Meeting October 24, 2023 Minutes were approved.
- 3.) **Principal's Report** by Francine Giacomazza (Vice-Principal)
  1. School Org Update
    - a. 1042 students
    - b. Continue to grow and add students every week
  2. Volleyball
    - a. Thank you to Ms. Zappone and Ms. Ng for coaching the girls and boys volleyball teams this year. The Rec playday for the boys went well and the girls had their own playday at Marlborough.
    - b. The boys, girls and coed competitive teams are all in tournaments over the next two weeks
  3. Report Cards



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- a. In an effort to be more sustainable as a school, Marlborough will be one of eight schools in the district doing paperless report cards.
- b. Families will log in using the student portal in myed to access student report cards. You will be able to print and/or download them for your own records.
- c. Information on how to activate the student portal will be coming out next week.

#### 4. Fine Arts

- a. Under the direction of Ms. Winter, Ms. Bush and Ms Kuban, we have two entries into the CBC Music contests. We look forward to seeing the results in the next few weeks.
- b. If you have not been in the school, I encourage you to come into the foyer in the east and west building to see some of the indigenous themed artwork the students did as part of this challenge.

#### 4.) **Chair's Report** by Tanja Scekcic Ivkovic (PAC Chair)

- General Meeting was held online (Zoom) on October 24th at 6:30 – 8:00 pm  
PAC had a busy month and several events since the last meeting Pumpkin Patch and Hot Chocolate Day on Monday October 30th.
- PAC Funded the event – paid \$3330 for the pumpkins (1100 pumpkins at \$3 plus \$30 delivery) and \$355.00 for the hot chocolate and marshmallows (including vegan marshmallows for kids with dietary restrictions) Total cost of the event was: \$3,685 We budgeted \$3000 from Gaming grant + Donations (1\$) that were collected in the week before the event, and deposited \$896.60
- A team of volunteers helped make and serve hot chocolate: Debby, Gigi, Lucia, Sherry, Sandy, Roz, Dejan, Eric, Fiona, Rachel, Yulia, Shailesh, Dipa, Melissa, Tanja. Thank you everyone!
- Hot Lunch (Fresh Slice Pizza) was on Thursday, November 16 and it went well. It raised \$2267.93. Next hot lunch is on Thursday, Dec 14 th. The last day to order is December 10th. Please know there won't be late orders, no refunds, and if your child is sick let us know and you can come and pick up their lunch.
- We are looking at bringing in new vendors. It's hard because of the number of kids. One of the options is splitting divisions, West and East and offering one vendor for East, one for west, and then switching them up for the next hot lunch. We will look at other options too.
- We will try to book dates for January – March so parents can order 3 hot lunches at once, which helps keep the processing fees down. And if the Grade 7 Graduation



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Committee and Quebec Trip Committee decide to run some hot lunches we can add them to MunchaLunch so it's easier for parents to order everything at once.

- Fundraisers
  - Mabel's Labels update (a cheque to \$103.25 was issued and deposited (October), another cheque to \$68.55 was received and deposited (November), we will have another cheque issued in late December (current balance is \$79.49)
- Christmas Purdy's Campaign was launched on Nov 3, closed on November 27 th ; and submitted on November 28 th . Delivery will be in the week of December 4-8. We had sales of \$4,608 (product total before tax) and our 25% profit is \$1,209.60. Thank you everyone for supporting!
- Donations: while we try to have fundraisers that would appeal to most families, some families said they would rather donate money. We will be sending out a letter inviting parents to donate if they can and would like to. Some companies offer matching donations, especially during December.
- PAC Facebook Account –Principal checked with the school board, we got some guidelines, and we will work on it. Hopefully we can have it up before in January.
- Grade 7 Committee – Neufeld Farms Fundraiser closed. The committee has not been formed just yet. Vanessa L. will provide more information.
- Quebec Trip Committee – Poinsettia Sale Fundraiser closing today. Snack Sale will take place during lunch on Fridays, starting December 1 st in the East Gym. Items will be either \$1 or \$2. Mariah B. will provide more information.

## 5.) Treasurer's Report by Florence Dompas (Treasurer)

- Pumpkin patch expenses \$3685; raised \$896.60. Originally budgeted for \$3000 and budget amendment approved on November 30, 2023 General Meeting to increase pumpkin patch budget for additional \$685.
- Hot lunch on November 16 raised \$2267.93
- Mabel's Labels fundraising has raised \$172.05
- Fundraising Income and Expenses for Grade 7 have been added to the PAC Financial Statement. As of November 30th, Grade 7 has raised \$693 from Neufeld fundraising.

## 6.) DPAC (Burnaby District Parent Advisory Committee) Report by Lily Sharma and Mariah Battiston (DPAC Representative)



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A 20-30-minute presentation on Emotional Regulation and Supporting your child with open conversations - By the Deputy Superintendent with the Director of Instructions and other team members. Some Highlights were:

- Children learn through their surroundings how to regulate emotions. The frontal cortex part of the brain is still developing.
- How to talk to your children and how to talk to others when around your children.
- To develop the correct language/vocabulary to have open conversations with your children, read stories to your child to build emotional language.
- Model good behavior and stay calm as children learn from their parents/caregivers how to react to different situations.
  
- DPAC reps requested presentations should be shared with schools and school parents and follow up with additional workshops.
- Motion moved to elect 2 DPAC reps from Burnaby Central West region. One from Moscrop Secondary and one from Douglas Road were elected. There will be a follow up in the January 2024 meeting as to other open positions on the Executive committee. .
- The DPAC vice-chair announced her willingness to leave the DPAC committee after January 2024 along with one other member so there will be two open positions
- Demand from many DPAC reps for DPAC committee members to share meeting minutes on a regular basis. Minutes from the meeting have not been shared since May 2023.
- Some show and tell happened at the end of the meeting

## **7.) CPF (Canadian Parents for French) Report by Mill Tsang (CPF representative)**

- CPF Treasurer's report
  - 2022 to 2023 financial report wrap up
- Patinage avec Bonhomme
  - Date Jan or Feb depends on availability of rinks in Burnaby
  - Follow up info - 100 max capacity; \$3-\$5 for non-CPF members, free for CPF members
- French Film Festival
  - "Save the date" to schools - Feb 9 th 2024
  - View and pick movies – Suggestions welcome from parents; "Katak le brave beluga" and "Ma vie de courgette" (for older kids) were film suggestions at this stage
- French lessons for parents
  - Scheduled for Oct/Nov
  - Next sessions Jan/Feb



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- CPF Summer BBQ
  - Date – 15 June 2024
  - Event at Confederation Park
- French Summer Camp
  - Charles Rummel may not be available, need to look at other venues
  - Westburn park, South Burnaby Metro clubhouse are possible new locations
  - Start with confirming facility, then move to confirming teachers
- CPF Website
  - Current progress - working with IT guys
- Other business
  - CPF Scholarships (for High school) – start thinking about this, maybe send out in February, application includes essay, look at kids that were volunteers with CPF etc.
  - \$250 each

## 8.) Quebec Fundraising Committee

- First fundraiser - poinsettia fundraiser is closing tonight at midnight and delivery will take place at the school on December 14th from 2:30 to 4:00 pm.
- The committee will be running Snack sales for Fridays in December at lunchtime. For the first one this Friday it will run out of the East Gym kitchen with 4 parent volunteers and students from the grade 7 class going to Quebec. After the first one we will debrief and make any changes needed for the next one. Considered a pre-order system for kindergarten or splitting into two sites (East and West).
- On December 22nd we will have a Jazz Concert featuring Cory Weeds and his band with a special guest singer at the Burnaby Presbyterian Church at 7:00 pm. We will have a silent auction and concession there run by the Grade 7 students. All are welcome.
- Looking at possibly a couple lunches in the New Year and working on a movie night for the Spring.

## 9.) Health & Safety/Grounds Improvements (Bruce & Cassandra)

- Parking (Dover Street); when the weather is fine it's more manageable, the rain makes the situation worse. The problem shifts from one parking to a different one – from Dover to Nelson
  - Cassandra shared the video regarding driving kids to school: <https://youtu.be/DqvQ-5784po?si=KVT-DImma-gdsjnK>



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- And the one for the 'Kids commute: Walking school bus program': <https://scyofbc.org/kid-commute/#1677778584480-76c37faf-e53e>
- Icy sidewalks: there was no ice on site, and Cassandra bought and delivered some, the school received more later in the day.

## 10.) School Calendar (Tanja)

Wed, Nov 29<sup>th</sup> Dental Screening for Kindergarteners

Poinsettia Sales closes

Mon - Fri Dec 4-8<sup>th</sup> Purdy's Delivery

Sun, Dec 10<sup>th</sup> Last day to order Hot Lunch

Thu, Dec 14<sup>th</sup> : Hot Lunch Fresh Slice

Poinsettia's Pickup

Reports go home

SPIRIT WEEK: Dec 18<sup>th</sup> – 21<sup>st</sup>

Mon, Dec 18<sup>th</sup> PJ Day

Tu, Dec 19<sup>th</sup> Toque & Scarf Day

Wed, Dec 20<sup>th</sup> Silly Hat Day

Th, Dec 21<sup>st</sup> Festive Wear and Singalong

## 11.) Questions & Answers

## 12.) Adjournment at 7:58pm

13.) Next General Meeting is on **Tuesday, January 30<sup>th</sup>, 2023, at 6:45 – 8:15pm (TBC)**

Future Meeting Dates:

January	Tuesday, January 30 <sup>th</sup> (TBC)
February	Wednesday, February 28 <sup>th</sup> (TBC)
April	Tuesday, April 30 <sup>th</sup> (TBC)
May	Wednesday, May 31 <sup>st</sup> (in person)

\*Contact us at [marlboroughpacd41@gmail.com](mailto:marlboroughpacd41@gmail.com)

Links:

Hot Lunch: <https://munchalunch.com/schools/marlborough>

Mabel's Labels: <https://mabelslabels.ca/en-CA/fundraising/support>

Poinsettias sale: <https://ecolemarlborough.growingsmilesfundraising.com/home>

Canadian Parents for French: <https://cpf.ca/en/home/>

Burnaby DPAC: <https://dpac.burnabyschools.ca/>