



# École Marlborough Elementary School

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

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## ***PAC General Meeting***

***Tuesday, April 23rd, 2024, from 6:35pm – 8:22pm***

**Location: Online (Zoom)**

### Attendance

**PAC Executives:** Tanja Scekcic Ivkovic (Chair), Cassandra Vandusen (Vice-Chair), Debby Yao (Secretary #1), Gigi Ng (Member-at-large #1), Mariah Battiston (DPAC Representative #1), Lily Sharma (DPAC Representative #2)

**Regrets:** Florence Dompas (Treasurer), Ajlin Mehmedi (Secretary #2), Mill Tsang (CPF Representative #1), Emre Duygun (CPF Representative #2)

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

**Parents:** additional 6

### Agenda Items

1. Welcome and Land Acknowledgement:

“We acknowledge and thank the Coast Salish Nations of the Musqueam, Tselil-Wauthuth and Squamish on whose territories we teach, learn and live.”

2. Meeting agenda motioned by Cassandra, seconded by Mariah.

3. Last General Meeting Minute on March 4th, 2024. Reviewed, no additions. Approval motioned by Cassandra, seconded by Gigi.

4. Principal's Report (presented by Vice-Principal Francine Giacomazza) see report #4

5. Chair's Report (Tanja Scekcic Ivkovic) see report #5

6. Treasurer's Report (Florence Dompas, in her absence Tanja shared the financial statement and read the report #6)

7. DPAC representative (Mariah Battiston) see report #7

8. CPF (no report)

9. Health & Safety/Grounds Improvements (Tanja, Cassandra, Bruce) see report #8

10. Grade 7 Graduation/Leaving Ceremony Committee (Vanessa) see report #9

11. Quebec Trip (Mariah) no updates

12. School Calendar (Tanja)

April 24<sup>th</sup>: Grade 7 Photos

April 25<sup>th</sup>: Student-led Conferences (Early Dismissal)

April 29<sup>th</sup>: Pro-D Day - No School

May 8<sup>th</sup>: Group Photos (TBC, date change)

May 20<sup>th</sup>: Victoria Day - No School

**Election of the new Executive Committee members will take place at the Annual General Meeting in May (May 29th Wednesday)** Nominations may be received up to and during the Annual General Meeting until declared closed by the Nomination Committee.



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## REPORTS:

### #4: Principal's Report

1. School Org Update
  - a. 1047 students
  - b. Continue to grow and add students every week
2. Fine Arts
  - a. A Night at the Movies had four great performances. Both day performances were well attended and both evening performances were sold out.
  - b. Thank you to Ms. Kuban, Ms. Winter and Ms. Bush for all their hard work putting it together
  - c. Thank you to Ms. Byrne's class for putting up the beautiful display in the foyer
  - d. Finally, congratulations to all the kids for their hard work
3. Lunch Lady Pilot Program
  - a. Have had three sets of hot lunch. We think we have the delivery set up well
  - b. Bruce will be putting together a survey in mid may once we have a few more iterations for feedback.
4. New Classroom Renovation
  - a. Work will begin in the new area shortly. Some initial plumbing rough in will begin late this week or early next week.
  - b. Project expected to be completed by mid August
5. Track
  - a. We have approximately 120 kids on our grade 4 – 7 Track team
  - b. Practices are ongoing
  - c. Thank you to Ms. Ng, Ms. Bucovas, Ms. Pagnucco, Ms. Davis, Ms. Humphries and Ms. Chang

### #5 Chair's Report

- General Meeting held online March 4th, 2024
- Akshay resigned from the Member-at-large position, in writing on April 10th. Resignation accepted.
- PAC hot lunch was on April 22nd: Fresh Slice & Umi Sushi. We will have one last lunch in May. The date will be confirmed, once we confirm with student helpers' Divisions, and vendors. Thank you, April 22nd volunteers: Cassandra, Paddy, Ajlin, Sima, Sunita, Melissa, Roz, Yulia, Erick
- May lunch will be a good test to see the Lunch Lady effect on our Hot Lunch Fundraisers.
- Recess Sports Equipment update: the total amount put aside is \$4400 (\$1260 is contribution from Divisions that ran Marlborough Market in November, \$3140 is PAC contribution). Teachers were asked to complete a survey by May 3<sup>rd</sup>. Once completed PAC will discuss with the school about purchasing the items.
- Fundraisers:
  - Mabel's Labels: ongoing. Current balance \$26.70
  - Scholastic Dollars balance: letter was received confirming our remaining balance - \$5,035.13 The expiry date is March 18, 2026. Our plan (approved by the school and librarian) is to give \$25 (Scholastic Dollars) to each division, while the remaining amount will be for the library.
  - Created by Kids Fundraiser 20/25 divisions submitted their art. Our profit was \$891.90.



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- "Grow our Garden" Fundraiser: started on April 10 and is closing on April 30. We are raising funds for the school garden; the money will stay in SCO (School Cash Online). Part 1: Gardenworks gift cards (\$30 and \$50 or donations \$5 and \$10) Part 2: Collecting beverage containers on Earth Day (April 22), taking it to Return It.

## #6 Treasure's Report

- Refer to Summary Tab - Gr 7 Mar 14th hot lunch raised \$1,138.51
- Gaming account balance is \$22,126.79
- Income account balance is \$27,081.54
- Refer to Summary Tab - Quebec Apr 5th hot lunch raised \$2,390.64
- Refer to Summary Tab - PAC Apr 22nd hot lunch raised \$2,020.13
- Refer to Summary Tab - Art fundraiser raised \$891.90
- Revisit Field Trips 2023/2024 budget - proposed number from Bruce \$22,060 (from \$22,050)
- Gaming grant application is now open and is due on June 30<sup>th</sup>
- The following amendments were proposed and approved unanimously:
  - Field Trip budget (Gaming grant) amending from \$22,050 to \$22,060. \$10 difference was voted, Cassandra motioned, and Mariah seconded, all in favor
  - Recess Equipment budget increase from \$2,200 to \$3,140. Amendment motioned by Mariah, seconded by Cassandra, all in favour.
  - Purchasing 2 Portable Ice Makers for East & West Building from Costco. Adding it as a new \$500 budget item. Amendment was motioned by Cassandra, seconded by Gigi, all in favor.
  - Track & Field district event snacks. Adding it as a \$160 budget item. The principal will confirm if the school can fund it, if not PAC will. Amendment motioned by Debby, Seconded by Gigi, all in favor.

## #7 DPAC Report

Meeting date: April 15th, 2024 submitted by Mariah Battiston

- Discussed DPAC business:
  - Old Accounts at Vanity closed and new ones opened
  - New cheques being ordered for Gaming Account, as per Gaming rules
  - Gaming Control Assessment will now be completed and sent
- Reminder-PAC/DPAC money is not ours; we manage it on behalf of our memberships. We must be vigilant in following the rules (see Treasurer's Workshop, BC Gaming Grant Rules), ensuring financial controls/security measures, transparency, and public (not convenience) eg. Chequebooks are locked up at the school office because it is a secure, trusted, accessible location (NOT at home), blank cheques are never pre-signed, etc. <https://www2.gov.bc.ca/assets/gov/sports-recreation-arts-andculture/gambling/grants/guide-pac.pdf>
- BCCPAC Conference/AGM – May 3-5th. If PACs not attending, please complete a Proxy form so DPAC can vote on your behalf
- Resolution from the Anti-Racism committee will now be sponsored by the BCCPAC board.
- DPAC AGM May 27 Burnaby Central – will have Dr. Deborah MacNamara as our speaker



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- Elections of all 8 Executive positions
- Website – will be changed soon
- Trying to create an option to support PACs, have similar template so respecting privacy/accessibility laws, and easier for parents to run D.P.A.C. AGENDA IN PERSON
- Anti Oppression Education Conference – Sat. April 27 Byrne Creek School, \$50. For more info: <https://www.aoc.ca/events>
- Burnaby Community Assembly – group of 45 residents who broadly mirror Burnaby's demographics developing recommendations for Burnaby's 2050 Official Community Plan. Harinder will be part of a Community Reference panel and share a key message with the Assembly. Everyone encouraged to give their input, see <https://burnaby.civilspace.io/en/projects/burnaby-2050-official-community-plan>
- C&B Committee – Constitution and Bylaws review will start, apologies for delay.
- Discussed School District 2024/25 Budget
  - Brief review and sharing of feedback received from survey, emails, April 9th meeting
  - Break-out Table Discussions and Consolidating DPAC's feedback to present to District staff on April 16
  - Lots of good points brought forward. Overall the main concern drawn from the proposed budget was the future forecast of cutting 6.5 FTE daytime custodians. Burnaby is one of the last districts to do this and has been trying for the last 8 years.
  - Other proposed adjustments were removing Challenge program, Staff development, DLRC – Library Tech, and program reviews. Can be viewed on District website.
  - Questions were raised about planning and forecasting numbers for each year. There is a ratio code that is used but it seems to fall short every year.
  - Also our school budgets have to include infrastructure like new portables and schools which was also questioned.
  - Good points were brought by the group that if we want to enact change we have to go to our elected officials and inundate them with letters sent by mail. DPAC intends on inviting our MLAs to a meeting so they can answer questions as to how education is funded by our Provincial Government and why we have to make cuts to services that benefit our children
  - So, what DPAC took back to the district as suggestions was as follows:
    - Changing the current school funding formula with the province, so the cost of portables is not coming out of District operating budget and new schools are built according to projected needs/capacity, not student enrollment at the construction planning stage. These improvements should help reduce District costs and avoid situations like the new Burnaby North school building opening this January already over capacity, and the recently build Alpha Secondary already needing multiple portables.
    - Past projections of student enrollment have been inaccurate, which has contributed to a lack of proper planning, and schools being over capacity
    - The current timeline of presenting the proposed budget to parents does not allow us sufficient time to assess and give meaningful feedback. Parents are important partners in education and want to work collaboratively to find solutions to help all children get the best education possible.
- Show and Tell: Nelson Elementary School, Trivia Night Fundraiser, April 26th
- Next Meeting Meeting– Monday, May 27 DPAC AGM



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## #8: Health & Safety

Cassandra: After spring break, it becomes disorganized again, people are parking inside the cones again. When Bruce regulates one parking (Dover), the Arrow Street becomes crowded again. People were speeding and creating a dangerous environment for kids. An example of a car driven onto the curb on a red light emphasize the need for safe planning of street. I will be writing to the city to sign a petition to improve the traffic around the school. The school has 3 major street surrounding it, without proper city planning.

## #9 Grade 7

Vanessa: We just finished Spring Neufeld fundraiser. Many parents made last minute purchases that helped reach the limit to qualify for free delivery. We are short of our goal. We were expecting to have freezie sales and popcorn sales. One parent has made a complaint to the school board about health issues so the plan was put off. Many parents have spent a lot of time to plan for the Grad Ceremony, but if we don't have enough funds, we might not be able to give the kids everything that was planned, for example the photobooth.

## Questions&Answers:

**Q1:** Who decides how to spend the fund for the sports equipment for Marlborough Market (Lily Sharma)

A: The students and teachers make their requests-they fill out a survey; the school needs to approve. The idea is for the divisions to get items they need for their students. (Tanja Scekcic Ivkovic)

A: The Marlborough market is not held by PAC. It was the students and teachers who decided they wanted to use their profit to purchase some sports equipment. (Francine Giacomazza)

**Q2:** Lilly regarding Grade 7 Report: We (Grade 7) have generated revenue, what is the revenue and where is the deficit?

A: Vanessa said she provided all the information to Lily already.

A: Cassandra: Grade 7 Fundraising concerns should be raised at the Grade 7 Committee meetings. What they're raising money for should be asked at the Grade 7 committee meeting. When the concern is raised to schoolboard, the fundraising becomes halted, and affects other fundraisers, including PAC.

**Q3:** Lily Sharma: There was an event in December involving food with additives of concern. There is too many hot lunch fundraisers. Fundraiser should not be done with food that has questionable health concern.

A: Cassandra: If there were concerns with food, suggestions need to be raised and voted at the point of planning. Our financials have proved that hot lunch is our main source of income with fundraising. No food fundraisers or "less fundraisers" is detrimental to our PAC, our school and community. If you feel they are unhealthy, or too often, you don't need to purchase them.

**Q4:** Lily: Fundraising is not supposed to be the priority of PAC.

A: Mariah: We are fundraising for the basic needs of the kids. Unless we can find something else to raise money, this is what we will have to do.

A: Tanja: We (PAC) presented and discussed the fundraisers we planned for this school year, at the first PAC Meeting in September, and parents had a chance to raise concerns or propose other fundraisers. We also discuss them at each PAC meeting (Executive & General). We are trying to find the middle ground in what we



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offer and do. We can never have a food fundraiser that will meet everyone's approval, but food fundraisers, just as all fundraisers are optional. If parents are not comfortable buying sushi or pizza for their child, they can choose not to. The truth is the school does not get money from the district for many things that kids need, so it is up to PAC to raise funds, so that our kids can have resources and activities. Also, PAC only had 4 hot lunches this year (5<sup>th</sup> will be in May), we also had Purdy's, Art Fundraiser, Mabel's Labels, Gift Cards, donations. So, once again we are trying to offer variety in terms of fundraisers we have.

Q5: Vanessa: Is it only cap and gown photos for April 24<sup>th</sup>?

A: Francine: They are wearing cap and gown tomorrow

-----Meeting adjourned 8:22pm -----

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

Links:

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

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

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

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

NEXT MEETING: Wednesday, May 29<sup>th</sup> at 6:30pm Library

-----Meeting adjourned 8:22pm-----