



École Marlborough Elementary School

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

PAC Annual General Meeting
Tuesday, June 10th, 2024, from 6:30pm – 8:30pm
Location: West Library

Attendance

PAC Executives: Tanja Scekcic Ivkovic (Chair), Cassandra Vandusen (Vice-Chair), Florence Dompas (Treasurer), Debby Yao (Secretary #1), Ajlin Mehmedi (Secretary #2), Mariah Battiston (DPAC Representative #1), Gigi Ng (Member-at-large #1), Mill Tsang (CPF Representative #1)
Regrets: Lily Sharma (DPAC Representative #2), Emre Duygun (CPF Representative #2)
Marlborough Staff: Bruce Cornell (Vice Principal)
Parents: additional 5

Agenda Items

1. 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. PAC Executive Team & School Representatives Introductions
3. AGM Agenda approved
4. April 23rd, 2024, General Meeting Minutes approved, no additions.
5. Chair’s Report (Tanja Scekcic Ivkovic - see report #1)
6. Treasurer’s Report (Florence Dompas - see report #2)
7. Principal’s Report (Bruce Cornell - see report #3)
8. DPAC (District Parent Advisory Committee) Report (Lily Sharma, presented by Mariah Battiston - see report #4)
9. CPF (Canadians Parents for French) Report (Mill Tseng - see report #5)
10. Health & Safety/Grounds Improvements Report (Tanja S. I. see report #6)
11. Constitution Amendment to include CPF Representative Role as a voting Executive role (see report #7)
The benefits of including a CPF were presented, the changes to the Constitution were presented. All were in favor of the Amendment. Updated Constitution will be posted on the School Website/PAC page shortly after the meeting.
12. 2024/25 PAC Executive Committee Elections
No new nominations were received. All PAC Executive Members resigned as requested by the Constitution. Mill Tsang nominated herself for CPF Position and was voted in. In accordance with the PAC Constitution those PAC Executive members that can stay on will stay in their current positions until the next general meeting.



"10 (1) Elections

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(d) In the absence of a nomination for any office, the past officer will continue in the position until a nomination is received at any Marlborough PAC meeting. In the event that a past officer is unable or ineligible to fulfill their duties, the Executive Committee will decide on an alternative procedure.

13. Questions & Answers

Q: Is it possible to have more straight classes in the next school year? (Cassandra)

A: it depends on the number of students in each grade. (Bruce)

14. Meeting adjourned 8:30pm

REPORTS:

#1 Chair's Report by Tanja Scekcic Ivkovic

I would like to start by thanking our PAC Executive Members for their work this year. It has been a long year, with some challenges, but also a very successful year for our PAC.

When we started this school year our goal was to continue hot lunch, that was restarted back in 2022/23 and bring more fun fundraisers that our families would be interested in, and that would help us raise the funds needed to support resources and activities for our kids and our school.

One of our challenges was not being able to use SCO (School Cash Online) for the hot lunch and other fundraisers, as well as being requested to take on Grade 7 and Quebec Trip fundraising committees finances. That meant lot more work for our Treasurer Florence.

The other is parents' engagement. We started with good attendance in September general meeting. We switched to Zoom meetings as a more convenient option for most parents, but our general meeting numbers kept dropping. We could look at that in a way that parents were happy with PAC, so didn't feel the need to attend but nevertheless, we would like families to be engaged and attend the meetings. In order to engage more families and share what we do in timely manner, we launched our PAC Facebook page. Gigi, our Member-at-large created our account, and did all the beautiful visuals and posts for the page.

One of the main tasks PAC has is fundraising in order to support activities, events and resources for our kids. We worked hard to come up with fundraisers that families would be interested in. When deciding how to spend the money we wanted to be as inclusive as possible so most of our spending went towards the events and resources enjoyed by all, used by all.

As for the Hot Lunch, this year we had to switch from SCO to MunchaLunch, and we continued with Fresh Slice pizza and added UmiSushi, which proved to be a very popular combination. We had 5 lunches in total, in November, December, February, April and May. We introduced an ongoing Mabel's Label fundraiser, and we had several seasonal fundraisers.

- Fall Term: Pumpkin Patch Donations and Purdy's Christmas Fundraiser



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- Winter Term: Scholastic Book Fair and Purdy's Easter Fundraiser
- Spring Term: "Grow our Garden" fundraiser, Created by Kids Art Fundraiser and Family Photo Fundraiser

With the funds raised and Gaming Grant we were able to fund much needed activities and resources for our kids and the school including Field Trips for all divisions, Pumpkin patch event, Classroom Supplies & Resources, Recess Sport Equipment, Garden Supplies, 2 portable ice makers, Ice Cream Party for all the office monitors, lunch monitors, choir and sports, and Popsicle treat for all the kids at the end of the school year.

Our very successful Book Fair raised over \$6000 in Scholastic Dollars, that was spent on getting so many amazing books for the library as well as new books and resources for each division.

None of this could have happened without our volunteers. We are very grateful to a small group of amazing parents and grandparents who were tremendously helpful with our hot lunches, our book fair, as well as with our pumpkin patch event. We would like to see more parents and grandparents volunteering. Even if you can commit few hours in a school year, it will make a difference.

Thank you Abi, Adela, Ajlin, Arezoo, Blayke, Brad, Cassandra, Cheryl, Debby, Dejan, Dipa, Erick, Ethan, Fiona, Francis, Gigi, Iffat, Karen, Kira, Lucia, Melissa, Mira, Paddy, Patrick, Rachel, Roberta, Roz, Sandy, Shailesh, Sherry, Sima, Sothea, Sunita, and Yulia.

This year, we also paid more attention to the health & safety issues around the parking and street safety issues. With your approval we will be sending a letter to the School Trustees.

Once again, a big thank you to all the executive members for being on the committee and working hard to make this year so successful. Thank you, Cassandra, Florence, Debby, Ajlin, Mariah, Lilly, Gigi, Mill and Emre.

I also want to thank our Principal Mr. Cornell, our Vice Principal Ms. Giacomazza, our Head Teacher Ms. Venos, our school secretary Ms. Custodio, and our Librarian Mr. Irwin for helping us this year.

#2 Treasure's Report by Florence Dompas

- PAC raised over \$15k in 2023/2024 school year and helped fund activities such as field trips, pumpkin patch, track & field, maple cookies, and year end treat; as well as contributed to teachers consumables and portable ice makers
- "Consumables" have been renamed to "Classroom Supplies & Resources"
- "Ice Cream Party \$500" and "Popsicle Treat End of School Year \$ 400" were added
- "Portable Ice Makers" budget was increased to \$507.34
- "Sports Day 2023/2024" no spending - school covered the costs. Instead, PAC contributed to "Track & Field District Event Snack" and "Popsicle treats")
- "Pumpkin Patch" was consolidated into a single line, as suggested by one of the parents
- Scholastic dollar will be added as "Cash Equivalent" item on the bank statement as suggested by one of the parents present.
- Field Trip budget (Gaming grant) was amended from \$22,050 to \$22,060. \$10 difference was voted, Cassandra motioned, and Mariah seconded, all in favor.
- Recess Sport and Outdoor Play Equipment budget was increased from \$2,200 to \$3,140. Amendment motioned by Mariah, seconded by Cassandra, all in favour.
- Application for Gaming Grant will be submitted by June 30, 2024.



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#3: Principal's Report by Bruce Cornell

1. Thank you
 - a. I'd like to thank Tanja, Cassandra, Florence, Debby, Ajlin, Gigi, Mill, Emre, Mariah and Lily for all their hard work on the executive this year.
 - b. A school is only as community when we have a smooth running PAC and your work as an executive have created a positive tone and allowed so many great opportunities for the staff and students at the school.
2. School Org Update
 - a. 1050 students
 - b. Continue to grow all the time
3. School Projections
 - a. Right now we are projecting for 44 divisions again. We will be close to capacity to start the year
 - b. Summer registrations will impact what our final organization looks like.
 - c. Currently have 1039 students registered to start next year
4. Lunch Lady Pilot Program
 - a. Any feedback?
 - b. Do you want to see it again next year
 - c. As a staff we would like to continue it. It has supported a lot of families we saw coming with small or no lunches.
5. New Classroom Renovation
 - a. Renovations on the DLRC North Wing are well underway
 - b. Three defined teaching spaces are in place
 - c. New accessible washroom is complete.
 - d. There will be a phase two to this project on the South Side, nothing concrete in place at this time but I have been told something should be happening next year.
 - i. Including more washrooms
 - ii. Possible hallway between sides
 - iii. Some storage for school to use
6. Track
 - a. We have approximately 120 kids on our grade 4 – 7 Track team
 - b. Our school did very well at the all day track meet, many students won ribbons and place highly in their grade category.
 - c. Thank you to Ms. Ng, Ms. Bucovas, Ms. Pagnucco, Ms. Davis, Ms. Humphries and Ms. Chang
 - d. We also had a group of grade 6/7 students represent Marlborough at the Lower Mainland Track meet at the end of May. The kids did well and we won a few events at the meet.
7. Staffing Notes
 - a. As most know, Ms. Chan and Mr. Dias are retiring at the end of the year. I would like to recognize both of them for their years of service to the District and to Marlborough Elementary!
 - b. We do have some staff leaving as well. Ms. Ng has taken a job at Inman Elementary for next year.
 - c. Ms. Wu, Ms. Parmar and Ms. Heras (EA's) will be going to new schools next year as well.
 - d. Last week, I had to share the very sad news of Ms. Thandal's passing on June 2nd. It has been a tough week at the school as we worked as a community to process and help staff and students alike deal with the loss of a long time, valued member of our community.



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i. I need to thank the District Critical Response team for being their to guide me and there to support the staff and students in these difficult times. Their guidance, understanding and being able to walk me through this step by step has made a very difficult time easier to navigate.

ii. We are going to gather a group of staff later this week to discuss a way we can honor Sue within the wishes her family has shared with us. Sue was a private person who was proud of the work she did with kids. Her family has requested we do not have any type of memorial/plaque/award etc. As I know more of what our staff would like to do, I will share it with the PAC and if need be, the school community.

8. School Calendar

- a. An email with early dismissals and Professional Days will be coming out in the next week to allow families to know when those days are. As a staff we are still finalizing our school calendar for next year later next week.

9. Other

- a. Things to watch for:

- i. Subscription to our school website

- 1. Will receive notifications of new posts when they happen

- ii. This will hopefully help drive people to the website to see what is happening and help reduce the number of emails we send out weekly from the office. We have had some complaints about the number of emails going out during the third term.

- b. Summer Session will be happening again this July in the East Building only. As of Friday, all classes except two afternoon classes were full.

- c. Snacks for Sports Day

#4 DPAC Report by Lilly Sharma, presented by Mariah Battiston

Every parent/guardian is a member of their school PAC. As PAC Executives, you are parent leaders for your school community and set an example for our children. Leadership is caring for your community and helping it be a safe, caring, inclusive place for everyone. It is not an easy job and there are good tips in this presentation: <https://bccpac.bc.ca/images/Conference/Presentations/2024-Back-to-Basics.pdf>

Presentations and keynote addresses

- o PAC 101- Understanding Parents' Role in Supporting K-12.
- o TREASURER WORKSHOP -FINANCIAL CONTROLS & PRACTICES for PACs.
Presented by attending School Districts staff
- o Keynote presentation by Dr. Deborah MacNamara (a renowned Neufeld Institute Faculty member, presenter, and author of books on child and adolescent development issues). It was a very insightful presentation on how to take ownership as adults in the decision-making to help and guide children through various situations in life.
- o Presentation -Emotional Regulation and Supporting your child with open conversations. 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.
- o School District Presentation: SOGI Myths and Facts Slideshow: Assistant Superintendent: Richard Per.
- o DPAC Elections: The DPAC executive membership underwent multiple changes due to issues with agendas and minutes of meetings (MoMs) not being recorded and shared on time.
- o November 2023: The DPAC chair announced to leave due to several complaints about the lack of professionalism, conflict resolution, and issues with recording and sharing agendas and MoM.



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- Dec-January 2024 -Changes to Executive Committee with new Chair, VC, and Secretary.
- May AGM Elections: All the past members got re-elected to the DPAC executive board, except one from Burnaby Central-West voluntarily dropped from the election. There was some confusion and discussion on whether a parent should be an active member of their School PAC executive to nominate themselves from a zone. There was a clear divide as some agreed and some disagreed. However, the consensus was that the DPAC constitution and bylaws needed a review and changes to address the question. DPAC Constitution & Bylaws (C & B) – written in 2011, is outdated and has many gaps. There was a Call for volunteers to be part of a committee to re-write. There was concern by Burnaby South that after so much turmoil at DPAC and many recent changes, now might not be the optimal time to make changes to the Constitution.

DPAC Committees:

- DPAC website and Support for PAC websites – Update and migration to new platform is in-progress
- Constitution & Bylaws Review Committee - has started; we are working thoughtfully and thoroughly; the goal is to have a new draft ready before next AGM in May 2025.
- Ad-Hoc Environmental Sustainability and Climate Action Committee - Brentwood Park Elementary's DPAC Rep had been advocating to have a Climate Action committee. If anyone from a school in south Burnaby is interested in being part, please email chair@burnabydpac.com

#5: CPF Report

- Ecole des loisirs
 - Completed for this school year
- Fetes des Arts (Theatre la Seizieme) /
 - Completed for this school year
- Patinage avec Bonhomme
 - Try to book for December 2024
- French Film Festival
 - Completed for this school year
- French lessons for parents
 - Sessions started 16-18 Apr 2024 (two classes)
 - Completed for this school year
- CPF Summer BBQ
 - Date – 15 June 2024
 - Need to decide on venue
- French Summer Camp
 - Facility booked – 7591 Gray Ave BBY, Jubilee United Church
 - Three weeks booked, 2 in July, 1 in Aug
- Other business
 - AGM – Tuesday 05 June 2024

#6: Health & Safety

PAC Executive looked at the traffic safety issues around our school. On Cassandra's initiative, it was agreed to address these in a letter to the Scholl Trustees. The letter prepared by PAC Executive was presented, discussed, and accepted with minor changes. It will be emailed to the School Trustees shortly. (please see below)



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June 18, 2024

Dear Mr. Brassington, Ms. Schnider, Mr. Wong, Ms. Mezei, Mr. Hayes, Ms. Sasakamoose, and Mr. Cech:

Re: Traffic Safety Concerns - École Marlborough Elementary School

We are writing to you on behalf of the École Marlborough Elementary School community with the hope that you will take our safety concerns and related requests seriously.

Our school is the largest elementary school in Burnaby, and is surrounded by 4 streets, 3 of which are main streets with very heavy traffic. Given the way the city and our neighborhood are growing, this traffic situation is only going to get worse. Royal Oak Avenue, Dover Street and Nelson Avenue have had many accidents in the past, and many close calls too. While Sanders Street is not as busy, the intersections with Royal Oak Avenue and Nelson Avenue are also worrying.

Out of the 4 streets, Sanders Street is the only one with "School Zone" sign stating "30 km/hr limit", whereas the other 3 have no speed limit sign, and "School Zone" sign alone is not enough to discourage dangerous and reckless driving practices. We have all witnessed drivers passing where passing is not allowed, unsafe turns so kids and parents are jumping onto the sidewalk to avoid being hit, etc. This needs to stop.

Members of our community are very concerned about this, and the safety of our children walking to and from school and crossing these streets needs to be improved. **We are asking for speed limits signs on all 4 streets, and more police presence to ensure compliance. And while we wait for that to happen, we need more crossing guards.**

The parents who brought this issue to the School Board and the City in the past were told that we cannot have more crossing guards. In addition, the School Board would say it was up to the City, and the City would say it was up to the School Board. The other thing that was said is that if one school needs more crossing guards, they will be taken away from another school. This is not an acceptable solution for anyone, for any school.

Unsafe crossings are also making more and more families drive their children to school, and by doing so, making parking around the school impossible and dangerous too, even in the drop-off only zones. Our Principal, Mr. Cornell has been dealing with this ongoing problem this whole school year. There is nothing that the school can do when it comes to more crossing guards or "school zone" signs.



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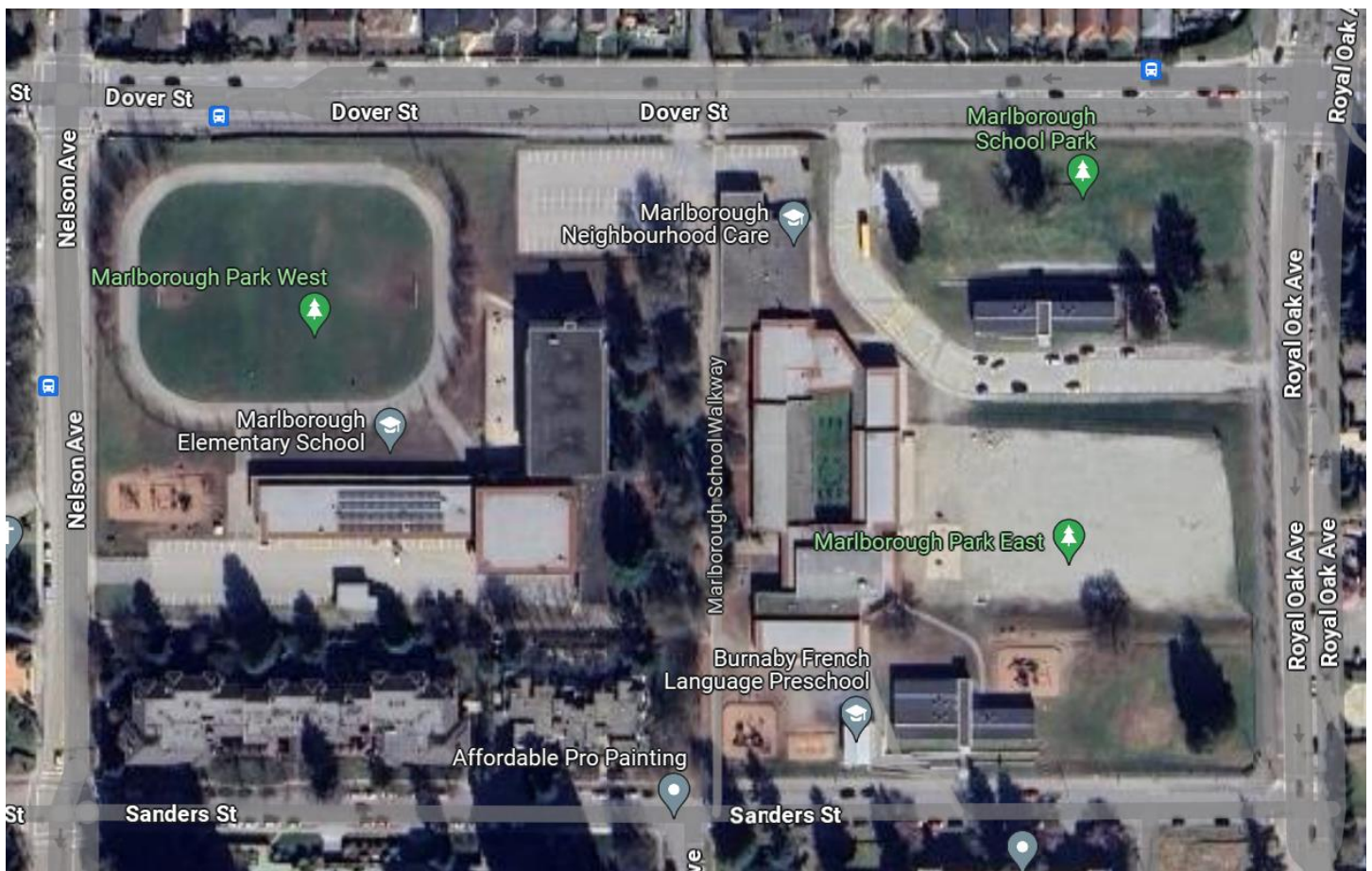
Providing safer ways for our children to walk to school may encourage parents to stop driving to school knowing they can walk to school safely instead. We would like to share this video on information regarding driving vs walking to school with you <https://youtu.be/DgvQ-5784po>

We are asking you to address this problem now. We are asking you to implement proposed solutions - change the signs on the streets surrounding our school, have more police presence and add more crossing guards, to ensure our community and our children are safe. Please do something before anyone is hurt.

This letter was presented and approved at the PAC AGM. Our Principal, Mr. Cornell was present and is aware of our request. Thank you in advance for your time, consideration, and attention to this matter. We hope that changes can be implemented in time for the start of the school year 2024/25.

Sincerely,
École Marlborough Elementary School PAC

Marlboroughpacd41@gmail.com





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#7: Constitution Amendement :

Proposed Constitution Amendments

The PAC Executive Committee would like to **add the Canadian Parents for French Representative ("CPF Representative") Position to the Executive Committee**. As a school with French Immersion Program, École Marlborough Elementary, already has a CPF Representative with set responsibilities.

The PAC Executive Committee proposes a resolution to include that role as an Executive Committee position, by making the following three changes to the PAC Constitution.

Change #1 (page 7)

Executive Committee section 6(2), amend from:

"(2) The size and roles of the Executive Committee will be determined by organizational needs. The Executive Committee will consist of elected and non-elected members. The elected officers should include: President, Vice President, up to two (2) Secretaries, Treasurer, up to two (2) District Parent Advisory Council ('DPAC') representatives, and up to two (2) Members-at-Large."

to the following:

"(2) The size and roles of the Executive Committee will be determined by organizational needs. The Executive Committee will consist of elected and non-elected members. The elected officers should include: President, Vice President, up to two (2) Secretaries, Treasurer, up to two (2) District Parent Advisory Council ('DPAC') representatives, up to two (2) Members-at-Large, and **a Canadian Parents for French (CPF) Representative.**"

Change #2 (page 10)

Add the following to Duties of elected Executive Committee – Bylaw 7(8):

"(8) Canadian Parents for French Representative ("CPF Representative") will:

- represent the School at the Canadian Parents for French (CPF) Committee meetings by taking school concerns, not their own personal attitudes, to meetings;
- attend all CPF meetings and report meeting proceedings and information back to the Marlborough PAC; and
- be a communication link between CPF, the Marlborough PAC, School Administration and School Staff."

Change #3 (page 18)

Add the following to the Schedule A - Duties of elected Executive Committee:

"Canadian Parents for French Representative ("CPF Representative")

1. CPF Representative attend CPF monthly meetings and report pertinent information to the PAC at the general and the Executive Committee meetings."