

Coghlan PAC Meeting

Date: Wednesday, September 27th, 2023, 6:30 pm in the Library and via skype

Meeting called to order: 6:40 pm by Costas

In Attendance: Costas, Michelle, Mrs. Lam, Melissa, Karyn, Nina, Alisha, Christina, Barrie, Mel, Brenda, Yvonne, Kelly, Rachelle, Erin, Tannis, Faria
Via skype: Mrs. Laycock, Natasha, Shelan, Casandra, Jasmine, Mya, Guest user

Quorum: Quorum was declared.

Adoption of Minutes: Adopted By: Michelle Seconded By: Mel

Adoption of Agenda: Adopted By: Michelle Seconded By: Mel

Welcome:

Costas welcomed everyone. Quick introductions

New Business: meeting lead by Costas

- 1) Motion to vote in purposed PAC budget for 2023/2024 school year.
-Coaches/gift card line will include appreciation gifts. Discussion on bringing back sports day buttons and ribbons – Mrs. Lam to ask staff thoughts on this. No objections to motion
- 2) **VOTE:** To approve the purposed PAC budget for the 2023 – 2024 school year if there is no objections.
All in favor, 13 votes yes
0 votes no
Vote Passed with no objections
- 3) Motion to remove Natasha Unruh and Melissa Franks as cheque signers from the PAC bank account and to approve Michelle De Rossi, and Erin Daigneault as new cheque signers on the account. No objections.
- 4) **VOTE:** To remove the signing authority of Natasha Unruh and Melissa Franks from the PAC bank account.
All in favor, 13 votes yes
0 votes no
Vote Passed with no objections
- 5) **VOTE:** To approve Michelle De Rossi and Erin Daigneault to have signing authority.
All in favor, 13 votes yes
0 votes no
Vote Passed with no objections
- 6) School Pumpkin Patch
-Discussed wanting to do this again
-Concern over damaged and wasted pumpkins from last year and needing volunteers
-Discussed what activities would like to be done with the pumpkins, we have new staff-what would they like to do? Staff meeting tomorrow and this will be followed up on

- Costas/Michelle to follow up with Mrs. Lam after staff meeting regarding date, plan for the day, possible activities and if tents will be needed. Possibly October 27, also a hot lunch day
- If it is a go ahead, pumpkins need to be sourced. Possibly Save on Foods again or new community donor? Need volunteers
- 7) Movie Night – Thursday Oct. 19th
 - Possibly 'Casper' movie
 - Need volunteers – concession and pizza
 - Doors open 5:45, movie start time 6:15
 - Poster to be sent to Mrs. Laycock in a JPEG format for newsletter
 - \$3.00 per child, no parent cost, siblings welcomed
- 8) Pub Night- Michelle looking into one for early November
 - Burger and beer, possible date and places discussed
 - Would like to do raffle, baskets, silent auction, toonie toss, 50/50, wine wall type ideas
 - Makes money for gaming account.
 - Tannis offered to help with this event.
 - Michelle mentioned using PAC Facebook page as a way to Communicate and keep all members aware of things going on
- 9) Craft Fair – Nov. 18
 - all adult tables are sold.
 - tables for Coghlan students' still available
- 10) Hockey sticks from last June and replenishing classroom baskets?
- 11) Communication- need for information to go out and inclusivity
 - executive PAC should be included in all emails/activities
 - PAC email should also be c/c in all correspondence
 - possibility of using a different way to communicate to include PAC and those interested in helping out –teams, WhatsApp, etc??

Principal's Report: attached notes from Mrs. Lam

PAC Meeting – September 28, 2023 Principal's Report/Introduction

- 1) Thank you, PAC for all of your community building and fundraising initiatives! Looking forward to a fantastic year ahead! Staffing Updates New/Returning Staff: Gr. 7 Teacher – Ms. Jdi Gr. 1/2 Teacher – Ms. Barthuber (M-W) & Ms. Gander (R, F) Resource Teacher – Mr. Hegquist Custodian – Mr. Lee Speech Language Pathologist – Ms. Bannister (R) School Psychologist – Ms. Lowen-Schmidt (W) Literacy Learning Interventionist/Learning Assistance – Ms. Culo (T AM, W) SEA – Ms. Iryna Black Classes/Configurations 10 Divisions: K, K, 1, 1/2, 2/3, 3/4, 4/5, 5/6, 6/7, 6/7 223 students enrolled September
- 2) Recap Motivational Magic presentation
- 3) Thank you PAC! Welcome Back Assembly (Sep. 15) – We had a wonderful Welcome Back Assembly with our students. We reviewed Coghlan Fundamental's Three Pillars, read the story "I Am Human" with a focus on connection, compassion and empathy guided by the First Peoples Principles of Learning. Additionally, we also reviewed general rules and expectations at school.
- 4) Cops for Cancer (Sep. 15) – Cops for Cancer is an exciting annual event that takes place each fall, when over a hundred law enforcement and emergency

services personnel from across the province brave all types of weather as they cycle up to two weeks across the daunting terrain of Vancouver Island, Northern BC, the coast of British Columbia and the Fraser Valley. Students had an opportunity to see some of them, as they rode by with their bicycles to Coghlan. They also presented a plaque to our school. Students really enjoyed this!

- 5) Gr. 7 Freezie Sale (Sep. 15) – Thank you to the Gr. 7 parents for kicking off the year with organizing a freezie sale to begin fundraising for the various Gr. 7 activities this school year!
- 6) Meet the Teacher Afternoon (Sep. 21) – A big thank you to PAC for organizing the hot lunch welcome back BBQ for our staff and students. It was really lovely to welcome families into our school building for an opportunity to see their child's classroom, and of course, meet the teacher!
- 7) Terry Fox Run (Sep. 22) – Our annual Terry Fox Run was a success! We began with an assembly Friday afternoon, and spent the next hour running as many laps as we could in honor of Terry Fox. We are currently accepting donations online at terryfoxrun.org. Fundraising info has been sent to families in our newsletter.
- 8) Thanksgiving Food Drive (Sep. 18 to Oct. 3) – Have commenced, and it is wonderful to see many donations in the foyer.
- 9) Orange Shirt Day/Truth & Reconciliation Assembly (Sep. 29) – Students are encouraged to wear something orange to honor residential school survivors and those who did not return home. We will be having an OSD/Truth & Reconciliation Assembly on Friday. Students will be listening to 2 stories: "Phyllis's Orange Shirt" by Phyllis Webstad and "You Hold Me Up" by Monique Gray Smith. To follow, we will be participating in a school-wide art project to reflect on how we could "hold each other up"/take care of one another moving forward, as a school community.
- 10) Calendar Committee – The Calendar Committee met in early September to discuss and set important dates for the upcoming school year. Thank you to Mrs. Horrocks, Ms. Nicolson, Ms. Witzke and Ms. Dary for helping out!
- 11) Teacher Collaboration Time – Teachers have the opportunity to collaborate with their grade group partners once a week for 30 minutes. Teachers are finding this time very useful to connect, plan and develop lessons/curriculum with their grade group partners.
- 12) Upcoming School Activities Foundation Skills Assessments (FSAs) – FSA administration dates will take place between October 2 to November 10 for Gr. 4 & 7 students. The Foundation Skills Assessment is an annual province-wide assessment of all B.C. students' academic skills in grades 4 and 7, and provides parents, teachers, schools, school districts and the ministry with important information on how well students are progressing in the foundation skills of Literacy and Numeracy. Please note that this will not reflect on student's report cards. The data will only inform and guide the province with equipping appropriate tools and supports for our students.
- 13) Individualized Education Plan (IEP) Meetings have commenced, and will continue the next few weeks.

- 14) School Improvement Day – School Action Plan & Assessment (Student Inclusive Conferences)
- 15) Individual **Photo Day (Oct. 17)** – Student individual photos will take place all morning in the gym.
- 16) Art Starts Performance Visions of Turtle Island – Thank you PAC for treating us to this special performance! The performance will take place on October 17 at 1 pm.
- 17) Parent/Teacher Conferences – Similar to last year, our Parent/Teacher Conferences will take place over 2 days: Wednesday, **October 25 from 1:45 to 4:30 pm, and Thursday, October 26 from 1:45 to 7:00 pm.** Both days, **students will be dismissed at 1:30 pm.** Term 2 Student Inclusive Conferences – More information to come.
- 18) Primary Halloween Parade/Intermediate Swim – Coghlan will continue to have the **Primary Halloween Parade and Intermediate Swim (Walnut Grove Pool) on Tuesday, October 31.**
- 19) Sports Cross Country – Coaches this season are Naomi Hunter and Carmen Keller; Thank you to Mr. Hegquist and Ms. Witzke for supporting our students at the Cross Country Race at Aldergrove Bowl Volleyball – To commence mid-October; Coaches: Mr. Hegquist, Ms. Okada, and Ms. Jdi Questions
- 20) Christmas Hampers – As a staff we are planning to pair up in our buddy classes to collect items for a food hamper for families through the Langley Christmas Bureau. We would get a family for each set of buddy classes, which allows for more connection to a particular family and chance to discuss traits such as generosity, kindness, and empathy in class as it would directly relate to this situation. Each student would be asked to contribute a specific item or the financial equivalent, but there is also the option to privately check off that they cannot participate this year.
- 21) Classroom Equipment Replacement – Classroom equipment to be replenished.
- 22) Basketball – Looking for parent coaches and referees (please connect with Isabella if interested)
- 23) **Upcoming Dates: OSD/Truth & Reconciliation Assembly – Sep. 29 National Truth & Reconciliation Day – Sep. 30 National Truth & Reconciliation Day (Schools Closed) – Oct. 2 FSA Administration Dates – Oct. 2 to Nov. 10 School Improvement Day (No School for Students) – Oct. 6 Thanksgiving Holiday (Schools Closed) – Oct. 9 PAC Hot Lunch – Oct. 13 Individual Photo Day – Oct. 17 Art Starts Performance Visions of Turtle Island – Oct. 17 @1 pm (Thank you PAC!) Shake Out BC – Oct. 19 Provincial Pro-D Day (No School for Students) – Oct. 20 Parent Teacher Conferences – Oct. 25 (1:45 to 4:30 pm) & Oct. 26 (1:45 to 7:00 pm) → Early dismissal for students for both days PAC Hot Lunch – Oct. 27 Gr. 6 Immunizations – Oct. 30 Primary Halloween Parade/Intermediate Halloween Swim – Oct. 31 Other Dates: Pumpkin Patch Date – Will discuss with staff at staff meeting tomorrow, and get back to PAC with the date. **Date confirmed at staff meeting for Friday, October 27th** . Book Fair – Last week of October during Parent/Teacher Conferences (Oct. 24th -27th)**

President's Report: Costas

- 1) Thank you to all who have helped with the activities that have taken place so far – welcome back, meet the teachers, parents' coffee surprise, and the Terry Fox Run and fundraisers and events that are getting going.
- 2) Mr. Joo coming for a surprise visit tomorrow. PAC bought a goodbye card and gift card for people to sign on behalf of the school.
- 3) Thanksgiving food drive is happening right now
- 4) Fundraising Report: from Costas, as per Kirsten update.
 - a. Kirsten looking for someone to take on fundraising position.
 - b. Craft Fair is up and running all going well. Sold out but some student tables available
 - c. Giants Tickets – need to sell 300 to get 50/50 funds so please get on ticket sales
 - d. Giving tree – coming soon
 - e. Wreaths – new supplier so this is also being worked out
 - f. Purdy's – will be coming soon as well
- 5) Will look back into cost of GAGA pit
- 6) PAC will replenish classroom bins and staff can put forth a list of needed items
- 7) Yearbook – Faria would like people to be reminded to send in pictures now and throughout the year.

Treasurer's Report: as per Erin, and budget report

- 1) 2023/2024 Budget has been posted and is available online to review
- 2) Natasha put forth a motion to transfer funds which had been put in the gaming account instead of the general account, back into the general account. This needed to be cleared up from past years. No objections to motion. Erin adopted motion and Michelle seconded it.
- 3) **VOTE:** To move funds from gaming account to the general account in the amount of \$286.15.

All in favor, 13 votes yes

0 votes no

Vote Passed with no objections

- 4) As of September 27th 2023
 - a. **General Account:** \$ 37,482.44
 - b. **Gaming Account:** \$ 2,425.87
 - c. **Grade 7 Account:** \$ 33.10
- 5) As everyone was good with fundraising and budget reports from last year, Natasha has officially completed and passed along her duties as treasurer to Erin.

DPAC Report: Serenna will post on line

Fundraising Report:

Was incorporated with presidents report

Meeting Adjourned: 7: 56pm.