

Coghlan PAC Meeting

Date: October 25, 2023, 9:00 am in the Library and via skype

Meeting called to order: 9:06 am by Michelle

In Attendance: Michelle, Mrs. Lam, Tannis, Katie, Faria, Shelan, Kelli, Emily, Melissa, Karyn, Christina, Brenda. Via skype: Erin, Serena, Vicki, Natasha, Guest user

Quorum: Quorum was declared, Seconded by Christina and Kelli.

Adoption of Minutes: Adopted By: Melissa Seconded By: Shelan

Adoption of Agenda: Adopted By: Melissa Seconded By: Shelan

Welcome:

Michelle welcomed everyone. Quick introductions

New Business/President's Report: meeting lead by Michelle

- 1) Motion to vote in Kirsten for Fundraising Coordinator 2023/2024 school year.
No objections to motion.

VOTE: All in favour of voting Kirsten in as Fundraising Coordinator, if there are no objections.

All in favor, 11 votes yes

0 votes no

Vote Passed with no objections

- 2) Pumpkin Patch Update – Aldergrove Save-On-Foods will donate half the amount of pumpkins needed, PAC will pay the difference. Pick up will be this Thursday around 5:30 and then put in the school playground/forest right after. PAC to supply sharpies for teachers – 1 pack per class.
- 3) Teachers Wish List – Full list for each classroom is available. Classroom Bins are a priority. Gaming account can be used for this under the “sports equipment” line in budget. Karyn will price out items.
- 4) Musical Frozen- School Wide Field Trip opportunity on April 29th. It is \$10.00 a ticket plus busing. Would PAC be interested in funding this for students, teachers and support staff? Motion to vote on this at next meeting.
- 5) Pub Night- Postponed due to gaming license. Possibility of a new date February 2nd.
- 6) Christmas Raffle- Helps the gaming account. Possibility of a small one for Christmas concert seating and parking lot space. Otherwise combine with pub night in February.
- 7) Christmas Movie Night – Dec 1st.
- 8) Decorating the school for Christmas- Katie and Shelan to look into this.
- 9) Tuesday Dec 19th- Christmas Concert with an afternoon and evening performance. Band Teacher only comes Tuesdays so this worked out great!
- 10) Pancake Breakfast- need to start thinking and planning this.
- 11) School Wide Events- Does it need a budget increase because of field trips and school wide field trip? Grade 5 swim busing comes out of this as well. Motion put forth for additional spending for to be voted on next meeting.

- 12) Reminder that all resources and expense requests are to go through Ms. Lam. Does PAC want to give a set amount per teacher or a set total amount per year that can be used by whoever puts forth a request? What is fair? What best utilizes funds for the kids? Does PAC need to increase budget for field trips? PAC would like to put forth a motion to be voted on next meeting for additional spending for field trips. Also will further discuss an amount and way to disperse funds.
- 13) Emergency Kits- Comfort kit letters have gone out. Michelle to possibly pick up the water and granola bars for this.
- 14) Technology- Devices to enhance learning need to be mindful of teacher autonomy, comfort levels as well as that it looks different in different classrooms and different grades. Ms. Nicholson is the tech specialist and has looked into what the teachers feel might support their teaching. Ms. Lam's report will further go into our school needs. Our school is possibly up for a technology upgrade so Mrs. Jdi, and Mrs Nicholson have asked for a \$399.00 coding kit plus tax for a micobits website with coding program and some accessories for iPad. Some other types of suggestions included Osmo activities, head phones, subscriptions to websites and coding programs.
- 15) Should we include a technology line in the budget for annual subscriptions? Subscriptions to websites may be more beneficial than buying devices. Motion to vote in money for technology for this year at the next meeting. This would cover the micro bits for coding and the subscription program as well as possibly some accessories.
- 16) Gaga Pit- need a resource team. Ms. Lam to get updated information on this process. Cost is \$5000.00 ish but will need to get a location figured out.
- 17) Coach's gifts- Thank you cards should be given to teachers after sports wrap up vs end of the year. Gift could be both participant based and/or PAC donated.
- 18) Communication- need for information to go out like to sports teams regarding gifts- not just from teachers but from PAC. Possibility of having classroom parents and or/a phone tree? Would be a voluntary opt in type message chain?
- 19) Shania has offered to learn Fundraising position for next year.

Principal's Report: attached notes from Mrs. Lam

PAC Meeting –October 23, 2023 Principal's Report

- 1) Thank you, PAC, for continuing with thoughtful fundraising ideas/events. We really appreciated the delicious treats for World Teacher's Day! We are so lucky to have such a supportive group of parents at Coghlan. 😊
- 2) October Recap School Improvement Day (Oct. 6th) – Staff worked on our Action Plan for Learning (APFL). This year, our school goals are surrounding Literacy and Human and Social Development (Social-Emotional Learning). Here are our two inquiry questions: 1. Literacy: How will helping students build skills in writing and reading develop proficiency and increase confidence? 2. Human and Social Development (SEL): How will we support our students to identify and access strategies to become productive citizens? We have an APFL Committee this year that is guiding our work. Our

Committee members are: Mrs. Jdi, Mrs. Dary and Mrs. Horrocks. We also have two umbrellas of Committees that support our APFL goals as well: 1. SEL/Ensouling Our Schools (Mrs. Conway, Mrs. Smith, Ms. Dary and Mrs. Horrocks): We met as a Committee on Oct. 18 to watch and reflect on Len Pierre, through a trauma-informed lens 2. Literacy Steering (Ms. Keller, Ms. Gander, Mrs. Smith and Ms. Dary): Meeting in early November to discuss school-wide writes We are currently putting together final touches on our APFL, and working through a one-pager document that provides a snapshot for our learning goals. We will be able to share this with PAC at our November meeting.

- 3) Emergency Drills – We completed our second Fire Drill and first Earthquake Drill (Shake Out BC) this month.
- 4) Pokémon Club – As shared with the community in previous newsletters, students are asked to keep all toys/trading cards/Pokémon cards at school. However, we are happy to share that Mrs. Conway and Mrs. Smith have been taking the lead with running a Pokémon Club for our students! This Club will take place every other Monday, and the next one will be on Monday, October 30th . Thank you to all families for supporting our school expectations moving forward.
- 5) Sports Equipment Clarification – Although we are asking all toys/trading cards/Pokémon cards to be kept at home, we are allowing personal sports equipment at school. This is more for the Intermediate students, as they like to play hockey, baseball, etc. There have also been no issues so far with this, the students have been respectful, so we would like to continue to allow them to bring their sports equipment to school if they wish.
- 6) Visions of Turtle Island Performance – Thank you, PAC for the performance! Students were engaged in Indigenous oral storytelling, singing and dancing.
- 7) Parent-Teacher Conferences – Interims were sent home on Oct. 18. Teachers are holding conferences today and tomorrow. Today until 4:30 pm, and tomorrow until 7:00 pm. Report cards will be issued on Dec. 4.
- 8) Pro-D Day (Oct. 20) – This was a provincial Pro-D Day, and all staff had an opportunity to choose and engage in a professional development activity that they are interested in furthering their learning.
- 9) Book Fair (Oct. 24 to 27) – A big thank you to Mel for supporting our school with our annual fall Book Fair! It has been wonderful to see students excited about books.
- 10) Pumpkin Patch (Oct. 27) – Schedule has been sent out to PAC yesterday. As a reminder, classroom teachers will be engaging in individual activities throughout the day.
- 11) Halloween (Oct. 31) – Intermediate students will be going to the Walnut Grove Swimming Pool, and Primary students will have their parade at 1 pm. It will take place outside on the basketball courts if it is not raining; if it is raining, we will be hosting the parade in the gym.
- 12) Upcoming School Activities/Events Spirit Days – A list of Spirit Days for the year will be sent to families on our upcoming newsletter. Thank you to Mrs. Jdi's and Ms. Witzke's classes for coming up with ideas/theme days.

- 13) Remembrance Day Assembly (Nov. 9) – This will take place on Thursday, November 9 at 10:45 am. All families are invited to attend. A big thank you to Mrs. Jdi's and Ms. Witzke's classes for taking the lead for this assembly. This assembly has traditionally been led by the Grade 7 students.
- 14) Design & Assessment Day (Nov. 10) – Staff will be engaging in Term 2 Student Inclusive Conferences in the morning. We will be supported by the Wix Brown Team.
- 15) Vancouver Warriors Presentation (Nov. 16) – Will take place in the morning. Info below: Our Stick to School program is a free 1-hour educational and interactive presentation where our very own Vancouver Warriors players will teach your students about who the Vancouver Warriors are, the history of lacrosse, its Indigenous connection, the first people's perspective of learning and the rules of the game. This program is made for students from grades K-9. The Vancouver Warriors players will present a PowerPoint presentation focused on the history of lacrosse and the rules of the game. We will then follow with the fitness component where our players will engage with the students and teach them the fundamentals of lacrosse through drills/games (approx. 20 volunteers will be pulled from the crowd to participate). Your school will also be entered into a draw for the opportunity to win kids lacrosse sticks and balls.
- 16) Photo Retakes (Nov. 20) – We had individual photos on October 17. Life Touch will return on November 20 for any students who were absent that day or would like to do retakes.
- 17) Michael Bortoletto Presentation (Nov. 24) – Guest Speaker, Michael Bortoletto will speak about Inclusion for our students. He has presented at Coghlan in the past. This presentation will connect back to our SEL goal.
- 18) Sports Boys and Girls Volleyball – Have commenced, and games are coming up. A big thank you to Mr. Hegquist, Ms. Okada, and Mrs. Jdi for coaching volleyball this season!
- 19) Technology Ms. Nicolson had an opportunity to connect with each of our teachers to ask them what they would like to use for technology. More specific details to come. Ms. Nicolson and Ms. Jdi would like to start a coding club for students. The club will be using the microbit website, having the microbits would be a huge enhancement of the learning. The goal is to also invite teachers to show them how they could be used in the classroom.
- 20) District Item Feeding Futures School Food Program – We would like to gather feedback from PAC to share with the District. Thank you to Michelle, Brenda and Emily for volunteering their time to provide feedback.
- 21) Classroom Gym Equipment – Sent to PAC. Thank you from the teachers!
- 22) Frozen Musical at LFMSS – April 29 Field Trip Funds per Class
- 23) Gaga Pit – Isabella has reached out to the District for further assessment/information
- 24) **Upcoming Dates** Book Fair – Oct. 24 to 27 (lunch and after school) 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 PAC Pumpkin Patch – Oct. 27 Gr. 6 Immunizations – Oct. 30 at 9 am in the Library Primary Halloween Parade/Intermediate Halloween Swim – Oct. 31 PAC Hot

Lunch – Nov. 9 Remembrance Day Assembly – Nov. 9 @10:45 am Design & Assessment Day – Nov. 10 Remembrance Day (Stat Holiday) – Nov. 13 Vancouver Warriors Presentation – Nov. 16 @10:45 am Coghlan Craft Fair – Nov. 18 Photo Retakes – Nov. 20 Michael Bortoletto Inclusion Presentation – Nov. 24 Report Cards Home – Dec. 4 Future Upcoming Dates Christmas Concert Date – Tuesday, December 19; there will be an afternoon performance at Coghlan and evening performance at DW Poppy. More info/details to come. Sports Day – Friday, June 14. More details to come next year!

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

- 1) Budget has been posted and is available online to review
- 2) Gaming grant came in - \$4360.00
- 3) Erin would like a technology line in the budget.
- 4) As of October 23th 2023
 - a. **General Account:** \$ 47,191.59
 - b. **Gaming Account:** \$ 5,351.14
 - c. **Grade 7 Account:** \$ 306.35

DPAC Report: Serenna will post on line

- 1) Please push the clothing drive. Winning school wins a BBQ lunch

Fundraising Report:

- 1) Giving Tree and Purdy's will be coming out, please encourage Giant Ticket sales.

Meeting Adjourned: 10:58am.