



Date: October 19th, 2022
Time: 7:00 p.m. to 9:00 p.m

Meeting Minutes

Location: In person & Zoom
Meeting chair: Peter F
Recorder: Helen L

Note: Numbering of the items below correspond to the numbering in the agenda. The items below are listed in the order they were discussed at the meeting, which may be different from the agenda due to the availability of the presenter at the time the item was scheduled to be discussed.

Call to order at 7:05 p.m.

1. Approval of Agenda

Moved: Brandi

Seconded: Arvind

2. Approval of [PAC Meeting Minutes 2022-09-28](#)

Moved: Arvind

Seconded: Helen

3. Round Table Introductions

- President: Peter F.
- Vice-President: Arvind G.
- Treasurer: Shyam S.
- Secretary: Helen L.
- CPF Rep: Anthe H. & Tracy C.
- DPAC Rep: Brandi R.
- Emergency Preparedness Rep: Terri B.
- Events & Fundraising Rep: Terri B.
- Members-at-Large:
 - Jassy J. (regrets)
 - Loerella W.
- Inman Principal: Dave Maclean
- Head Teacher: Derek Cockram
- Non-executive parents in attendance (Library): Benny, Iza A., Maria R., Aralina R., Raheman, Jeanie M., Katrina T., Tina A., Shan L., Steven W.
- Non-executive parents in attendance (Virtual): Anna, Cleovina B., Fred, Jillian, Keyosha W., Paxton, Jay R., Sandy C., Sean, Judy W

4. Principal's Report

School Updates:

- Volleyball practice has started
- Classroom reviews are completed
- PAC BBQ was a huge hit. Thank you for attending
- Gr 2-3 choir has started with 80 students
- Dec 13 & 14 save the date for the Christmas concert, on-site at the gym. More info to come.
- Intermediate student voted along with municipal elections. Results were similar to official results.



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- FSA exams, a provincial assessment, are scheduled for November.
- Intermediate drawing clubs have started.
- Terry Fox fundraiser competition raised over \$3000 and Dave will get 12 pies tossed in his face tomorrow.
- Tomorrow at 10:20 Inman will participate in the Shakeout earthquake drill.
- Next week there is a fire drill.
- Provincial Pro D this Friday Oct 21. Dave will participate in a racial equity and inclusion session with other district leaders.
- Halloween assembly and parade have been scheduled.
- Communication between school and parents - Dave to trial compiling a weekly email update on Fridays moving forward.
- Please subscribe to Inman Google calendar
- Behavioural Management - There is a district code of conduct which outlines consequences for certain behaviours. There is a lot of leeway for administrators to resolve conflicts in restorative ways. We try to repair the relationship between children because they will be with each other for the remaining year. If there's an incident, I will be notified and there will be an investigation. It is very difficult to do an investigation with young children because their views of the world can be very egocentric. We depend on all voices involved to find out what happened. What happened is actually less important than what we do moving forward. There is often a deep sense of remorse immediately so we want to work towards the future. If there has been violence, the code of conduct requires I send the child home and there is a re-entry meeting with me and the teacher and we discuss the parameters of when the child can return. There is often a restorative process because often there is a deep sense of remorse and shame from the child. We also work with the other person and address the reason why they do not feel safe and how to resolve it. We tell the children they do not have to like everyone but they need to respect everyone. Sometimes parents find it challenging because not all information can be disclosed. The conversations are limited with each family due to privacy. I ask for your trust that we are doing something to resolve the problem. Our team and staff members have many years of experience in this area.
- If a conflict is minor, we do not necessarily inform parents if it's resolved at school. There is a difference between conflict and bullying. An incident that occurred is a conflict. Bullying is targeted, frequent and involves a difference of power (e.g. older vs younger child, a group of child vs a single child). It is important to inform our children that if they feel they're bullied, to seek support from parents and teachers.
- Lastly, I am new to the community. Kelly had a culture that he had. It is going to take me time to learn about the Inman community. While this is happening there may be disconnects and we'll work through them. I've only been here for 1.5 months and the culture I noticed is kindness. I want to tap into this strength of community.

Q&A with PAC members:

- *If a student is injured, what is the school protocol?*
If a student is injured and needs to go to the hospital, depending on the level of injury, any student injury falls into the Good Samaritan Act. Even though we have first aid on-site, we're not first responders. If we feel it's beyond our capacity, we'll call 911. For example if there's a knock on the head, we do an



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initial concussion check, then assess if we need to call 911. We will fill out an incident report if the student requires medical attention. We also notify parents.

- *What is plan for PAC Classroom Reps?*

Derek & Dave to follow up at next staff meeting on parent classroom reps. Dave advised staff can distribute emails to each class and identify class reps. PAC execs to define the roles and responsibilities of the classroom rep then formal communication will be distributed.

5. President's Report

- Welcome all parents
- Arvind's partner is at Cascade PAC meeting and will propose to them changing their PAC meeting time to avoid overlap with Inman PAC meetings.

6. Canadian Parents for French (CPF) Updates <http://cpfburnaby.ca/>

- Anthe and Tracy attended the first CPF meeting last week. CPF is planning a skating program, a French film festival, and ordering French books. More details to come.
- CPF will organize a French performance in schools which benefits both English and French students.
- PAC newsletter will be distributed the first week of every month and CPF updates will be included.

7. DPAC Updates <http://www.burnabydpac.com/>

- Meeting was on Oct 4 lead by Superintendent. Moving forward will be known as The Ministry of Education and childcare. Their focus will be reconciliation, diversity, antiracism and Mental Health in school.
- The board's strategic plan of values is Student Comes First Power of Diversity, Equality Access and Inclusion, Collaboration and Partnership, Curiosity, Innovation and Discovery, Excellence, Success and Improvement.
- Student affordability fund - province received a 1-time funding for families.
- SD41 received over \$2million and allocation will be based on funding with roughly \$12,000 allocated for Inman.
- Indigenous graduation requirement and action plan - 4 credits on Indigenous culture to graduate effective 2023/2024 school year.
- Co - Lab Burnaby School District Action on Racism presentation <http://www.youtube.com/watch?v=2hUu1imnZn8>
- Guest speaker Andrea Sinclair - BCCPAC is a non-profit providing lots of insight for PAC members. DPAC and PACs are not obligated to fundraise. Her whole speech will be shared online and be distributed to all parents.

8. Emergency Preparedness Updates

- Dave, Derek and Terri to review items in earthquake bin inventory, especially for tomorrow's Shake Out drill.
- Thanks to Peter and his friend for donating time and supplies to provide shelving to the bins inside the container. They are now easily accessible. Terri to work with another parent to label all the contents for clarity.
- Arvind volunteers to help with labelling. Peter volunteers to move content around if required.



9. Events/Fundraising Activities updates

- Events and planning committee met and there are lots of exciting activities planned for the school year. Below are the upcoming events for the next quarter:
 - Fri Oct 28, Halloween Party - after hours inside the gym. Parents can preorder food, beverages and confirm attendance. There are activities led by Gr. 7s. Admissions are perishable food donations. Parents need to attend with their child(ren). Specific email re: this event to be distributed soon. Music will play and costumes are recommended. Due date to preorder is Tuesday at midnight. There will be cash purchases on-site with limited quantity.
 - As we approach the holiday, we have a few campaigns. More details to come in PAC newsletter.
 - Nov 1-14, Purdys fundraising campaign
 - Nov 1-14, Gift Card fundraising campaign
 - Nov 14-30, Neufeld Farms fundraising campaign, pick-up time on a Saturday
 - Dec Cookie Decorating Kit fundraiser - We will stay with the same supplier from last year.
 - Event Proposals:
 - Sat Dec 3 - Holiday Market - need to confirm if this event works inside the gym. Dave to check with the district for approval.
 - Movie nights - staff can share this movie license to show movies in class. Terri is inquiring about ACF Film regular public entertainment license \$420 tax included. The committee is planning 4 screenings a year to cover the cost and stagger primary & intermediate level movies (i.e. 2 screenings in winter and 2 screenings in Spring). Terri to confirm with Dave if the school has some funding to cover partial costs. PAC to vote on approving license purchase at next PAC meeting.
 - Boston Pizza/White Spot fundraiser in discussion

10. Financial Statement Updates

- Shyam is still finalizing details of the school year's budget with Dave.
- Shyam confirmed for this year, teacher's consumables allocation is \$100/teacher and field trips are \$20/student.

11. Old Business

- **Playground Committee update** – Anyone who would like to join our playground committee, please contact Terri via inmanpac@gmail.com. Terri aim to setup meeting in early Nov. Provincial grant assigns and allocates playground funding but it's only for replacing playground, not for additional playgrounds. Dave wants to take an advocacy route but need to find the right angle to advocate for a second playground. It may be a hard sell. Maria shared that at other schools, funds were from Rotary and grant proposals for playground. There may be other ways to engage intermediate children during lunch hours and breaks. Derek shared when we go to playground before and after school and everyone benefits from a play structure. It may not be the most pressing need. Upper field has caused injury in the past. Upper field could use maintenance. When it starts to rain, there's ditches running down. Staff rakes the upper field. Intermediate students can sign out supplies during breaks (e.g. badminton, frisbees, basketball...etc.). These supplies typically come out of school PE budget. Perhaps consider other outdoor structure that is more affordable than a playground, such as outdoor gym equipment or climbing walls. We have previously discussed it would be more fitness focused and Habitat was the supplier we had decided to go with.



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12. New Business

- **PAC newsletter** - Joanna volunteered to create monthly PAC newsletter, aiming to be distributed on 1st of every month. At last week of the month, draft circulated to execs and Dave for approval.
- **Friendship bench** - Does it need to be repainted? Or do we need a new bench? If repainting is required, Dave would love to make it a Gr. 7 legacy art project. Dave to communicate the purpose of the bench and incorporate it into a large initiative.
- Maria and Terri - Science World visit promo code to be shared at the next PAC newsletter.
- Terri is collecting large donations as prizes for Carnival. If you have any donations or ideas, please contact inmanpac@gmail.com

13. Adjournment - Next Meeting Dates

Every third Wednesday of the month.

- **November** – Wednesday, Nov 16, 2022 @7pm
- **December** – no meeting

Motion to Adjourn: Peter.

Meeting adjourned at 09:00pm.