



Date: January 18th, 2023
Time: 7:00 p.m. to 8:00 p.m.

Meeting Minutes

Location: In person & Zoom
Meeting chair: Arvind G.
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 7:04 p.m.

1. Approval of Agenda

Moved: Brandi

Seconded: Anthe

2. Approval of PAC Meeting Minutes 2022-11-16

Moved: Helen

Seconded: Peter

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.
 - Loerella W. (regrets)
- Inman Principal: Dave Maclean
- Head Teacher: Derek Cockram
- Non-executive parents in attendance (Library): Zoe Z.
- Non-executive parents in attendance (Virtual): Christie P., Francis, Hugo, Judy W., Mauricio P., Thomas, Zoom User

4. Principal's Report

- Basketball is up and running with thanks to both Mr. Cockram and Mrs. Iverson.
- We are back to having afterschool Parks and Rec programming at Inman starting Jan 19th. It has always been my experience that Parks and Rec are open to parental input on possible programs, so please contact them if you have program ideas.
- Our gr. 6/7 classes participated in Black Excellence Day hosted by Beth Applewhite (district Equity, Diversity and Inclusion Director).



- Welcome to Mme Gauthier who will be partnering with Mme Simmonds until at least Spring Break. Mme Gauthier comes to us out of retirement and brings a wealth of experience. We are excited to have her experience on staff.
- We are in the planning stages of a school wide Carnival this February. More info to follow.
- We will be having a lock down drill on January 30th.
- Dave shared a video clip of gr.2-3 choir in a CBC Music performance.

Q&A with PAC members: no questions

5. President's Report

- Thank you for all the parent volunteers for Santa's Pancake Breakfast event. It went really well and we couldn't have pulled it off without your support.
- The Hot Lunch program will continue until the end of this year.
- Possibility of Movie Night, possibly collaborate with Cascade or on our own. More info to follow.
- Peter (President), Arvind (VP) and Brandi (DPAC Rep) are stepping down at the end of this year as this is their final school year. We're looking for volunteers and will work with those interested.

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

- Patinage avec Bonhomme in September was a great success
- French book are arriving from France and should continue throughout year
- French Film festival-save the date is February 10, 2023. Exec is discussing with distributors about securing an elementary level film. Should hear back by the end of the week.
- French lessons for parents are ongoing and successful
- Summer camps are in planning stages

7. DPAC Updates <https://dpac.burnabyschools.ca/>

- Jan DPAC meeting included 2 presentations. Both have been very informative. [Please refer to detailed meeting on both presentations online.](#)
 - **Long Range Facility Plan by Russel Horswill Secretary/Treasurer**
 - SD41 is currently in Zone discussions with Community Engagement - Thought exchange/community plan. Participate in one of the following Open House for community engagements 5-8pm at Norfolk St.:
 - Central West - Jan 25
 - Kingsway South - Feb 1
 - Cariboo Lougheed - Feb 15
 - Brentwood - Feb 22
 - SD41 looking at NO School Closures. All Burnaby schools are running at or close to full capacity.
 - **Presentation by Nick Christofides, Director of Instruction on Safe and Caring Schools**
 - Safe School Specialists unique to Burnaby team is made up of a range of supports: Youth engagement, IBIS Intensive Behaviour Support, Student Intervention Coordinator and District Counsellor.
 - Range of response when incidents happen and Progressive Discipline details were discussed.



- If families need support, referrals are available from counsellor, teacher...etc.
- DPAC parent discussions included:
 - Emergency Preparedness - how do PACs get reimbursed for supply purchases, climate change safety concerns (e.g. natural disasters like heat domes, flooding)
 - School traffic concerns
 - Growing concerns with increasing development projects around Burnaby when schools are already at full capacity
- Jan DPAC meeting had 41 people attend
- We can contact school trustees and invite one of them to our PAC meetings before the end of the year, to find out more about anything and everything they can do for us.

8. Emergency Preparedness Updates

- Terri to accompany Brandi at Feb 1 special DPAC meeting to discuss Emergency Preparedness
- District provided procedures on emergency preparedness but no additional support beyond the procedure documents. Terri and Kelly (previous Inman principal) had put forward this concern to the district.
- District has formally assigned someone to coordinate with all schools. Terri to engage and the goal is to ensure our school is taken care of at a district level. There are many other schools in the district also seeking the same thing.
- Terri to report back with more info.

9. Events/Fundraising Activities updates

- Purdy's Fundraiser had over \$1000 in sales so we were raised approx \$340.
- Fundscript Gift Card sales raised approx \$425, Terri to contact Div 9 teachers regarding pizza party reward
- Neufeld Farms raised approx \$860, Terri to contact Div 15 teacher regarding pizza party reward
- First Holiday Market was a huge success! Thank you to our 30+ vendors who spent countless hours prepping for this big day, and their wonderful door prize donations. Thank you to all the parents who donated bake sale items and Save on Foods at old orchard (Willingdon and Kingsway) for their generous donations to support our grade 7 year end celebrations. Thank you to all the parent & student volunteers to help set up and take down and running our concession, bake sale and especially to Tina and Katie for their many hours and dedication to coordinating and executing such a massive event. Gr 7 bake sale raised \$585, holiday market total to come when Treasurer has finally tally
- Re Santa Pancake Breakfast, additional thank you's to Gr 7 helpers, and especially Ms. Iverson for coordinating the seating timings and our 40 amazing parent and guardian volunteers who started at 7am to set up, mix batter and make pancakes for 2 hours straight. We cooked and served about 900 pancakes to 380 students & staff. Couldn't have done it without everyone pitching in.
- Return It update - 3,514 bottles returned to-date, all time deposit \$321.89.
- January hot lunch order deadline was over holiday break, so we extended the order deadline due to decline in order numbers.
- April to June hot lunch order will be open over February and March, with March 24 deadline to get orders in to vendor.
- Easter Chocolate sale - Dave approved for PAC to proceed. Classroom incentive will be pizza party. Terri to coordinate with Tracy T to organize.



- Movie Night targeting for February or March. Maybe 3 shows before the end of the year. Movie license to share with school staff. Terri to work with Dave on securing possible dates, and/or touch base with Arvind re: collab with Cascade.
- Dave confirmed Inman staff is open to distribute notices back home to parents for fundraisers or events, just not to collect payment or distribute orders. Terri confirmed we will ensure limited impact to teaching staff time to support.
- Due to an increase of demand from Terri's full time job, she will be stepping down from the Event/Fundraising role effective immediately but will continue in the Emergency Preparedness role. If you are interested in taking on this role (solely or co-exec with another person), Terri is happy to provide support during this transition. Please reach out to Terri or another executive at inmanpac@gmail.com.

10. Financial Statement Updates

- Account balance \$16792.08
- Gaming account balance remains mostly unused \$17628.10
- TD e-transfers account roughly \$11894.10 (most will go towards reconciling Munchalunch)
- Welcome Back BBQ final figures, loss of roughly \$400; Halloween event gained roughly \$400
- Terri to send Shyam receipts for Neufeld, Funscript and Holiday market to reconcile

11. Old Business

- **Playground Committee update** – No events. No budget from province or district due to low number of students.
 - Dave said we're currently at 394 students so we're 6 students shy of 400. If so, there will likely be a new division added next year.
 - Terri asks Dave to revisit staff to confirm whether they still see an intermediate playground as a top staff wishlist item? Dave says there have been ideas from staff of less expensive play apparatuses. Dave recommends pursuing corporate opportunities. For instance, rock climbing structures are \$9000 a piece. Shyam thinks rock climb structure is quite a good piece and the amount is more attainable.
- **Friendship Bench** - Derek to speak with Ms. Iverson about making it into a Gr.7 Legacy project. Derek to update at next PAC meeting.

12. New Business

- None

13. Adjournment - Next Meeting Dates

Every third Wednesday of the month.

- **February** – Wednesday, Feb 15, 2023 @7pm
- **March** – no meeting
- **April** - Wednesday, Apr 19, 2023 @7pm

Motion to Adjourn: Peter.

Meeting adjourned at 07:55pm.