



Date: June 21th, 2023
Time: 7:00 p.m. to 8:49 p.m.

AGM Meeting Minutes

Location: Library
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 7:09 p.m.

1. Approval of Agenda

Moved: Brandi

Seconded: Arvind

2. Approval of PAC Meeting Minutes 2023-05-17

Moved: Tracy

Seconded: Tina

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.
- Events & Fundraising Rep: Katie T. & Tina A.
- Emergency Preparedness Rep: Terri B.
- Members-at-Large: Jassy J., Loerella W. (Regrets)
- Inman Principal: Dave Maclean
- Head Teacher: Derek Cockram
- Non-executive parents in attendance: Joana T., Kateryna K.,
- Non-executive parents in attendance (Virtual): Amastasia D, Andrew C, Jeanne, Vanja N., Celina W

4. Principal's Report/Head Teacher's Report

- A lot of school events like field trips and assemblies. The month of June and May are typically jam packed full of outings. My updates today will focus on mainly on staffing.
- We have 11 staff going to different schools and I am closed to filling up all these spots. Many opportunities are bitter sweet since staff are moving forward to the District. I am also excited to attract many new staff.
 - English: Ms Iverson leaving for head teacher position at Taylor Park.
 - French: Mme Ip moving to K French. Ms Simmonds is back FT. Mme. Ubial is going to 4-days a week with Mme. Gillingham, Mme. Chin will be team-teaching at Gr 3, Ms. Cosco is returning.



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- We have Ms. Sherwood Learning Support Services teacher to mentor other LSS teachers. Both English LSS and French LSS positions are FT and will be very stable in LSS team.
- ELL team stays the same.
- Non Instructional Time – Ms. Nordstrom in Music, Ms. Mudry in PE and the 3rd gap to be determined dependent on the talent we attract.
- Administrator – Secretary same, Derek same as HT, custodians same, adding an extra EA position since Ms. Johl is moving forward to a District level position. All regular EAs are staying. We have 3 temporary EAs this year and their contracts have expired. With appropriate seniority we are having Ms. Scholz coming back. We have 3 positions yet to be filled. Mme. Dice has decided to relocate to a school closer to home. New Counselor next year due to scheduling conflicts between other schools.
- Dave will share out list of staff members leaving Inman before end of the school year, and farewell messages to be shared at the last assembly of the school year. Inman parents are invited to attend. The last assembly is on June 29 at 9am (1 hour of school).
- Dave to distribute completed staff list to parents in September.

5. President's Report

- Nominations for PAC Executives for 23/24 School Year
 - President – Vanja N - *Carried*
 - VP – Celina W - *Carried*
 - Treasurer – Joana T – *Carried*
 - Secretary – Helen L - *Carried*
 - DPAC Representative – Kateryna K – *Carried*
 - Canadian Parents for French Representative – Anthe H. & Tracy C – *Carried*
 - Events & Fundraising Representative – Katie T. & Tina A. – *Carried*
 - Emergency Preparedness Representative – Amastasia D – *Carried*
 - Newsletter/Communications Representative (new) – Jeanne M - *Carried*
 - Member-at-Large – Jassy J., Terri B., Andrew C – *Carried*

6. Financial Statement Updates

- Gaming grant has been applied.
- Shyam still working with Dave and Terri to reconcile final financial report. However, we are definitely in the positive for this year.
- Deadline for staff consumables due Wednesday (June 22). Dave to submit Gaga ball purchase expense which is \$4500 USD. Dave said if we submit the invoice this week then it can be installed over July. District is covering expenses for installation.
- Once year end Financial Report is completed. Shyam to share with Helen & Dave to distribute to all parents and post on Inman website.
- We all thank Shyam for serving the Treasurer position this year.

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

- Activities have been winding down. CPF BBQ last Saturday was well attended even though weather was poor.
- CPF summer camps registration is full and still filling CPF summer leader positions and head teacher.



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- Thank you Anthe & Tracy for being CPF Reps this year and continuing in the position next year.
- 8. **DPAC Updates** <http://www.burnabydpac.com/>
 - No updates. Last DPAC meeting was May.
 - We all thank Brandi for her years of service as DPAC Rep.
- 9. **Events/Fundraising Activities updates**
 - Neufelds Fundraising
 - We raised over \$2500 in sales which meant just over \$600 in profit.
 - Proceeds went towards helping with the staff appreciation luncheon on June 7th as well as the upcoming Wesburn Park Picnic
 - Staff Appreciation Luncheon
 - The lunch was a huge success!
 - Thank you to all our volunteers who either made/brought a dish or helped the day of.
 - Our staff really enjoyed the variety of all the yummy food.
 - Wesburn Picnic
 - Save the date June 28
 - More details to come from school.
 - Staff are coordinating a hot dog lunch for students.
 - We need someone to help with milk on Monday - 20 mins (11:30-11:50) - put milk in division bags for students to pick up. (Jassy stepped up and offered to do it)
 - Jassy to help out on Monday with milk deliveries.
 - One final note: Thank you to EVERYONE who volunteered this year. From parents, to guardians, to grandparents, to grade 7s. I know taking time out of your busy schedule may be difficult. However, we the PAC, are very appreciative of the time you shared and helped throughout the year.
 - The staff has decided to end the school year with a community event with a BBQ & Picnic on June 28. More communications to be distributed by Dave. Hotdogs are provided to students at no costs. Staff has requested parent support with grocery shopping. There's 600+ hotdogs that need to be preboiled & bring them into the park.
 - 4 activity stations for kids to enjoy, including 1 water station.
 - All parents are invited.
 - Beef, veggie & GF buns to accommodate dietary restrictions.
 - If we can have preboiled hotdogs and Dave can char them on-site. If parents can bring a few more BBQ grills so we can have more than 1.
 - Timing of pre-boiled hotdog arrival at 11:15am
 - Pac email in the event link for additional hibachi. We have enough
 - Terri to work with Brian on coordination.
 - Funding request for PAC to cover juice boxes and hotdogs. PAC agreed leftover Neufeld fundraiser can be allocated towards this event. Dave confirmed whatever PAC cannot cover, School to cover the rest.
 - Dave confirmed in the contract with the city, Inman has the whole Wesburn Park available. There will be a water station.
 - Joanna and Terri both have extra BBQ grills with propane. Dave confirmed school can reimburse propane.



- Terri & Brian to coordinate details offline.

10. Emergency Preparedness Updates

- No update. Terri to work with Amastasia to coordinate handover details.
- We all thank Terri for her years of service as Emergency Preparedness Rep.

11. Old Business

- Intermediate Rec Zone Committee Update
 - Terri showed all a picture of Gaga ball court. Dave has worked his magic to expedite installation over this summer, typically it takes a few months.
 - We have funds in our previous Playground Committee from 2021 Jog-a-thon fundraiser & 2022 PAC allocations \$17000
 - The total quote is \$4500 USD
 - Motion to move forward with this expense – all approved.
 - Additional play structure ideas the Committee recommended include fitness circuit installation (similar to American Ninja Warriors) that can be repurpose for PE. The challenge is those installation require a base purchase of \$8000-14000
 - Plan B is corporate partnerships/sponsorships.
 - Agility obstacles, disc poles, extensions, painting games/activity on cement.
 - North side Basketball net will be removed. There's currently 4 and the north one is usually unused. Painting it now into 4-square & pickleball lines. We're purchasing large chess pieces so we can play chess pieces. All costs covered by district.
 - Anyone interested in joining in this committee, please contact Terri via inmanpac@gmail.com.
 - Dave shared a committee of teachers looking at an outdoor play area at the lower area, such as mud kitchen, and purchase 3 douglas maple trees to create more shade in the area through various grants. There are conversations with having these structures built by older kids, such as Moscrop Woodworking kids. District has approved this as long as they're temporary structures. Other projects in conversation include rain capture (e.g. rain barrels to water garden & create mud). We need to discuss details with older students and built it into their existing curriculum. Task old students with this challenge and have them do the research.
 - Terri said a presence of Moscrop with dance club and bird house projects.
 - 4 Moscrop students working at Inman summer school.
 - Next year target to work closer with Cascade Heights.

12. New Business

- **Holiday Market planning for** , requiring expenses
 - \$500 cheque
 - \$4000 profit minus the \$500
 - Photos with Santa booking, utilize Moscrop. Work with Joana to work on summer finances.
 - *Motion to expense – all in favour.*
- **Hot Lunch Staffing**



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- No plan to change vendor. Katie and Tina to recruit new hot lunch volunteers in September since Terri and Brandi are stepping down from these volunteer positions.
- *Motion to renew \$350 Munchalunch fee for next year – all in favour.*
- **Milk Staffing**
 - Pick up every Tuesday. Arvind has been doing this. Need someone else to
 - Selina is staying on as Milk volunteer. Katie to step in if no one else is available.
- We all thank Arvind for her years of service as VP. A round of gratitude was shared amongst executives.
- Dave invites Vanja to contact him to connect.
- **PAC migration to MS Teams**
 - Terri to work with Dave on picking up this initiative.

13. Adjournment - Next Meeting Dates

Tentative date set for the year 2023 (3rd Wednesday of each month):

- **September** - Wednesday, September 20, 2023 @7PM

Motion to Adjourn: Peter.

Meeting adjourned at 08:49pm.