



Date: September 20th, 2023  
Time: 7:00 p.m. to 8:00 p.m

### Meeting Minutes

Location: In person & Zoom  
Meeting chair: Terri B  
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: Tracy

Seconded: Celina

##### **2. Approval of [PAC AGM Meeting Minutes 2023-06-21](#)**

Moved: Terri

Seconded: Tina

##### **3. Round Table Introductions**

- President: Vanja N (regrets)
- Vice-President: Celina W
- Treasurer: Joana T
- Secretary: Helen L
- CPF Rep: Anthe H & Tracy C
- DPAC Rep: Kateryna K
- Emergency Preparedness Rep: Amastasia D
- Events & Fundraising Rep: Katie T & Tina A
- Members-at-Large:
  - Jassy J (regrets)
  - Terri B
  - Andrew C
- Inman Principal: Dave Maclean
- Head Teacher: Derek Cockram
- Non-executive parents in attendance (Library): Sernur D, Diana D, Constance, Anush T, Xiaoli Z, Murt O, Venus M, Kaz K
- Non-executive parents in attendance (Virtual): Alex L, Mrs. Dilao, Jasmin, Judy W, Ricky, Eric, C, Andes F, Jennifer N, Lev M, Sandeep

##### **4. Principal's Report**

- 19 divisions - staff complete (SS on leave until Dec break - replacement to be hired by the end of next week thanks to Mrs. Mann for doing a great job covering the class)
- School goal this year to focus on Literacy. Tapping into the expertise on staff



Inman Elementary School Parents' Advisory Council  
3963 Brandon Street  
Burnaby, BC V5G 2P6  
E-mail: [inmanpac@gmail.com](mailto:inmanpac@gmail.com)

- Thank you to PAC for purchasing the outdoor equipment. Gagaball court up and running as of today, pickle ball, four square and chess board up and running on Monday. Gr. 5/6 class to be outdoor equipment monitors.
- Terry Fox run tomorrow. Donation opportunities to remain open until the end of the month. Still short of pies in the face for Mr. MacLean.
- Truth and Reconciliation Day to be preface by a week of education around residential schools and the impact (age appropriate content)
- Trees to be planted around the indigenous garden and outdoor class. 3 big leaf maple trees that will grow to provide shade and watch over the children. Planted in memory of those children lost to residential schools. Planting ceremony on Monday the 25th. Ceremony details to follow.
- April musical rather than winter concert. More details to follow when Mrs. Nordstrand presents for the PAC at the October meeting.
- Parent Teacher Interviews now called Goal Setting Meetings due to new report card order from the ministry. Student to determine a goal for the year with guidance from staff. Goal(s) to be shared at meeting with parents. Link for parents to sign up for their meeting to be sent out later tonight.
- We no longer have primary vs intermediate area on the field, which has worked out well so far and provided older students a sense of responsibility.

#### **Q&A with PAC members:**

- *Are Kindergarten parents meeting the teachers next week?*  
The only exception is Kindergarten families because they have already met the parents earlier.
- *How do split grade classes work?*  
It's a common question and common practice across BC. Straight classes are actually a rarity. Blended classroom allows us to produce cohorts and flexibility to meet the needs of all the children. We do not separate grades based on "smartness". Children are in different places in different subjects, and our intention is to move them forward on the continuum regardless of where they are.
- *If my child is in a split class this year, does this mean next year they will be another split class?*  
Yes, it is very likely. Students are still required to complete the grade they are in. High schools do not blend classes because they could fail students. However, at high school it is based on subject level. Split classrooms are actually a very sought after design focused on student competency and skills rather than content-based learning.
- *BCAA Safety Patrol – when will it be implemented? Will it start off with adult supervision? Is it just at one cross walk?*  
Timeline is based on whenever the materials arrive. Yes, most definitely we will start the program with adult supervision. We also encourage PAC members to participate. Yes, we will start with one cross walk and see how it goes.
- *Who are the lunch monitors? What happens if we have issues between the kids? How do we resolve them?*  
We want to build capacity of all grades, not just Gr 6/7 students, who will be busier later in the year. We will build capacity all the way through to Grade 3. There will be a mentor/mentee capacity building program. This is a learning process for all children. We're currently teaching service



leadership. There will be 2 adults circulating over lunch to supervise to ensure the kids lunch monitors are doing their jobs properly.

- *Could there be parent-lead learning workshops?*

Yes! Please send Dave an email with more information with a proposal so we can run it by the executives. A parent has shared the idea of a workshop on digital wellness. DPAC meetings are also a great place to encourage parent-lead workshops across multiple schools. Terri will connect this parent with Kateryna.

- *Traffic in the morning has been challenging. Would it be possible to have designated primary dropoff area (e.g. on Brandon) and intermediate dropoff (e.g. on Price)? It has worked at Central where a parent works at.*

It is not a new problem and it's a global problem at all schools. We try to get parents to drive in a clockwise manner and put cones at no-parking sections. Bylaw officers come out sometimes to give warnings. The only initiative in my experiences as Principal is the walking sidewalk. However, it takes minimum 8 parents to operate. In the morning people are in a rush.

*It took a few years at Central for this traffic plan to work and it's really improved traffic.*

Dave feels this may be challenging for Elementary school children since parents have to walk kids to their classroom doors. Dave & Terri invite all parents to participate in the BCAA traffic committee if they have an interest in this matter.

- *Can we communicate to the city to NOT do garbage pickup during school drop off time?*

Dave has already called the city twice requesting this. City's response was this is their route and they have a schedule to follow.

- *Can we consider single point of entry to help improve traffic?*

Dave says there will be additional challenges & concerns with a single point of entry.

- *Is there a bike rack at the school?*

Yes, it is on north side of the parking lot. We encourage all parents & students to bike to school.

- *Thank you for paving Price Street.*

Dave said it was specifically requested and now completed.

## 5. President's Report

- Terri went over the flow of a typical PAC meeting. The PAC supports all parents concerns and questions. Terri introduced all PAC executives and their roles.
- Diana D self-nominated & voted in as member-of-large. We welcome Diana to the PAC executive team.

Moved: Terri

Seconded: Tina

- PAC Meeting format – Continue with monthly general PAC meeting open to all members. Keep Principal & PAC exec updates brief and have executives make decisions offline to ensure efficiency of future meetings.

Moved: Terri

Seconded: Celina



Inman Elementary School Parents' Advisory Council  
3963 Brandon Street  
Burnaby, BC V5G 2P6  
E-mail: [inmanpac@gmail.com](mailto:inmanpac@gmail.com)

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

- CPF Meeting is next week. Tracy encourages all French families to join CPF membership. There are a lot of amazing events for CPF members, including free skating with Santa, get-togethers and French summer camps.
- A parent inquired if French lessons for parents will be offered in-person. Tracy will inquire at the next CPF meeting.

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

DPAC Meeting on Sept 19. District Presentations:

- Feeding Future School Food Programs Fund: Through budget 2023, the province is investing \$214 million over 3 years so school districts can create or expand local food programs in schools throughout BC. With this Feeding Futures funding more children and youth will have access to healthy meals and snacks at school.
- Traffic Data: This data was collected and analyzed, and it will lead to traffic calming improvements around schools in the district. TD Committee meeting in November. Ranking ready in November.
- Accessibility Act and Plan: This plan aims to identify, prevent, and eliminate barriers that individuals with disabilities encounter within the school district. On district side people can provide feedback. Survey link will be available soon.
- Traumatic Event Systems: Sept 28, District Safe & Caring Schools parent evening, in person and web seminar. Kevin Cameron was invited. He is expert in traumatic stress and will provide insights into emergency response and trauma systems.
- On next meeting, Oct 16, there will be Treasurer's Workshop. Invitation to Joana (Treasurer) for that meeting.

8. **Emergency Preparedness Updates**

- Amastasia took over emergency preparedness container key from Terri. Dave has a key but in the event of an emergency, with 2 spare keys shared with PAC members Amastasia and Katie this year.
- Everything in the container is currently well-organized.
- The container is located at the upper field on Price Street. It contains all earthquake supplies PAC members have saved. Items include flashlight, vises-vests, first-aid kit...etc.

9. **Events/Fundraising Activities updates**

Tina and I are very excited to get things underway for this year's events and fundraising. We are still working together with PAC & the school about the fundraising goals for this year. However, at the next PAC meeting I will be able to share more.

Here are some things that we have planned.

- **Hot Lunch & Milk Program** - We are currently finalizing our hot lunch & milk program so stay tuned for that. Communication and online ordering will be coming within the next week or two.
- **Neufeld Farms** - We will be doing the holiday Neufelds farm market ordering coming to you in late October, early November.
- **Holiday Market** - We have our 2nd holiday market that will host approx. 40 vendors (local & small businesses) the weekend of November 18 & 19th.
- **Santa Breakfast** - Our annual Santa breakfast for the students will be coming mid December.



Inman Elementary School Parents' Advisory Council  
3963 Brandon Street  
Burnaby, BC V5G 2P6  
E-mail: [inmanpac@gmail.com](mailto:inmanpac@gmail.com)

- **Movie night** – We still have our movie license and still figuring out a date on when. Our movie license has 300+ films to choose from.
- We are just finalizing some details around a couple of other events. So please, stay tuned. More details will be coming about these events and other events/fundraisers the closer we get to them.
- Our communication for events & fundraisers will be posted on our Facebook group, via Dave's email as well as posted around the school. So be on the lookout in your email and join our Facebook group (Inman PAC)
- If you are interested in helping out in any of the events above or this year in any capacity, we are always looking. If you would like to be a part of our planning committee for events and fundraising, please send us an email or simply come chat to Tina and Katie. Our email is [inmanpac@gmail.com](mailto:inmanpac@gmail.com).

#### **10. Financial Statement Updates**

Our current balances are as follows:

- Operating account \$6,836.96
- Gaming account \$10,299.24
- For Line items to note from the 2022-2023 school year (last year):
- The newly installed Gaga ball court located by the basketball court at the back of the school with an approximate cost of \$5,000 will be expensed this year. Dave still to process after USD exchange rate.
- There are about \$350 of munch-a-lunch credits that need to reimbursed.
- The PAC is currently working on some fundraising initiatives and the staff wish list and we will report on allocations at our next meeting.

#### **11. Old Business**

- None

#### **12. New Business**

- Traffic Safety Committee – Call out to all parents who would like to participate.

#### **13. Adjournment - Next Meeting Dates**

Every third Wednesday of the month. Continue with this hybrid format.

- Wednesday, October 18 at 7pm
- Wednesday, November 15 at 7pm
- No meeting December

Motion to Adjourn: Terri.

Meeting adjourned at 09:00pm.