



Date: November 15th, 2023

Time: 7:00PM to 8:30PM

Meeting Minutes

Location: In person & Zoom

Meeting chair: Joana T

Recorder: Celina W

Call to order: 19:08

1. Approval of Agenda

Moved: Katie Seconded: Tracy

2. Approval of [PAC Meeting Minutes 2023-10-19](#)

Moved: Tracy Seconded: Celina

3. Round Table Introductions

- President: Vanja N
- Vice-President: Celina W
- Treasurer: Joana T
- Secretary: Helen L (regrets)
- CPF Rep: Anthe H & Tracy C
- DPAC Rep: vacant
- Emergency Preparedness Rep: Amastasia D (regrets)
- Events & Fundraising Rep: Katie T & Tina A (regrets)
- Newsletter/Communications Rep: Jeanne M
- Members-at-Large:
 - i. Jassy J
 - ii. Terri B (regrets)
 - iii. Andrew C (regrets)
 - iv. Diana D (regrets)
- Inman Principal: Dave Maclean
- Head Teacher: Derek Cockram
- Non-executive parents in attendance: Kristy P, Jasmin, Spela P, Judy W,

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

- Mrs Sherwood has resigned. Her position will be posted for January 8th. Ms Kazic will not be continuing.
- Ms Brooks (education assistant) will be going off on Maternity Leave as of January
- Ms Yuen and Mrs Ramirez (French & English Kindergarten teachers) will be going on maternity leave as of spring break
- Mrs Reynolds will be returning from her educational leave at the end of February
- Postings have gone out and I'll update you on staffing at the January PAC meeting
- The Inman staff are teacher volleyball champs – trophy is proudly displayed at the office
- The Intermediate choir will be submitting an entry to the CBC choir competition; recent field trip with Mrs. Nordstrand to film video.
- Relationship building with Moscrop Secondary. Woodworking class is working together with Grade 5/6 class, in making mud kitchen in lower playground area (West of division gardens) - mud kitchen will be arriving shortly.



- o Gr 5/6 class is learning how to use ChatGPT effectively to generate donation emails to home hardware stores
5. President's Report
- o The DPAC position is currently vacant. Upcoming DPAC meeting on November 20th. If there is any interest, please let us know.
 - o Kateryna (previous DPAC rep) has offered to help support those who are interested in the position. We have appreciated Kateryna's time spent in the position.
6. Canadian Parents for French (CPF) Updates <http://cpfburnaby.ca/>
- o École des Loisir - has started. Will find out when books should be arriving at Inman for distribution
 - o Fêtes des Arts - schools should be picking their "art" programs and submitting to CPF Burnaby by Jan 2024
 - o Patinage Avec Bonhomme - usually happens in December but will be moved to Jan or Feb (maybe try to time with Winter Festival) because Kensington ice rink cement has cracked and the rink is closed for repairs. Kensington skating lessons and programs are being branched out to all other Burnaby ice rinks and rink time is scarce
 - o French Lessons for Parents - started and doing well. Fall term will run until Dec. Winter term will start Jan-Feb
 - o French Film Festival - date to be determined
 - o CPF BBQ - date to be confirmed once venue is booked
 - o CPF Summer Camp - usually held in August at Charles Rummel Park however Cameron Rec Centre is closing in the spring for renovations and all their programs will be branched out to other Burnaby parks and rec centres - date and venue to be determined
 - o CPF Burnaby website - not working; in process of getting it up and running
 - o CPF scholarships - \$250 in the past and hoping to have this amount increased this year
 - o Scholarships are for CPF members graduating from Grade 12 this school year; Availability: 1 each for Alpha and Cariboo and 2 for Moscrop
 - o Next CPF meeting Nov 23/23
7. DPAC Updates <http://www.burnabydpac.com/>
- o DPAC rep position vacant
 - o Upcoming meeting November 20th
8. Emergency Preparedness Updates
- o No updates since last PAC meeting
9. Events & Fundraising Activities Updates
- o Halloween Dance was a huge success. Thank you everyone who volunteered and those that attended. With your support, we raised \$900 towards our student leadership program.
 - o Neufelds is closed and we have raised \$460! Thank you everyone who ordered. Reminder pickup will be November 21st @ 4:30 from the parking lot.
 - o DFS Canada fundraising closes tonight! Get those orders in. reminder pickup will be December 15th.
 - o Purdys - there is still time to order. The fundraiser will be closing on November 24th. A reminder pickup will be December 15th
 - o Our 2nd annual holiday market is this weekend! Tina and I are so excited for this year's event. Signs have been posted, media has been created and shared. We have Santa coming on Sunday along with a beverage food truck. We also have a face painter too. There are 39 vendors taking part. 10-3 on Saturday



and 10-2 on Sunday. Come out with the family and show your support! We are still in need of volunteers. Please go to signup.com to volunteer or reach out to inmanpac@gmail.com.

- o We are in the middle of organizing milk & hot lunch opening in December for Jan-march. Stay tuned for that, December newsletter.
- o Finally - Santa breakfast will be happening on Dec 15th for all the kids. Again, we need volunteers so please head on over to signup.com to sign up.
- o We have a lot going on to help support our school. However, none of this is possible without the help of volunteers. If we are unable to get the help, we will be unable to do certain fundraisers and/or events. Milk and hot lunch being a big one. **Thank you to all the volunteers they have helped out and signed up so far. This is truly a team effort.**
- o 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).

10. Financial Statement Updates

- o Halloween Dance report:
 - Raised over \$1000. This will go towards supporting student leadership initiatives.
 - Thank you to Terri Burton for running this great community building event.
- o Teachers
 - If you have not yet submitted receipts for consumables, please start spending your. There are many different winter holiday celebrations that happen around this time of year - \$150 / full time, \$75 / part time.
 - Please start planning your field trips, we would like to ensure our kids have some great experiences - \$25 dollars per student.
- o \$1000 budget for board games – teachers/staff will discuss which games (both English/French) to purchase at the upcoming professional day.
- o Library budget was missed last meeting - \$500 to be approved (\$500 and not \$1,000 because we think the scholastic book fair will offer a good boost to the library program.)
 - Moved: Katie Seconded: Tracy
- o Square terminal - our savvy PAC execs have purchased a Square terminal which will allow for debit and credit card payments. We will be using this at the holiday market happening this weekend, with Santa photo donations and concession (Tina will be in charge of this at the event). Please come out and support us!

11. Old Business

- o Traffic Safety Committee – no updates
- o Safety of stone/wooden benches – wooden logs have been removed.

12. New Business

- o none

13. Adjournment – Next Meeting Dates:

- o Every 3rd Wednesday of the month. No meeting in December
- o January 17, 2024
- o February 21, 2024
- o No meeting in March



Inman Elementary School Parents' Advisory Council
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Meeting adjourned at 7:32 PM.