

Clinton Elementary School Parent Advisory Council

5858 Clinton Street Burnaby B.C. V5J 2M3
clintonpac.sd41@gmail.com



2022-23 PAC Meeting

Wednesday, March 29, 2023 at 5:30pm in the Library + Zoom

MINUTES

1. Call to Order

- 5:35pm.

2. Introductions

- 8 attendees (5 in-person, 3 online).

3. Adopt Agenda

- Agenda circulated.

Motion: That the agenda be adopted as circulated. **M/S/C**

4. Approve Minutes

- Friday, February 17, 2023 PAC meeting minutes circulated.

Motion: That the minutes be approved as circulated. **M/S/C**

5. Principal's Report

- Student population 377.
- District assigning refugee students to schools, Clinton to get 10-20 new students.
- Spike Ball runs Apr 17-21.
- Track & Field runs late Mar to late Apr.
- Student Led Conferences and early dismissal May 4.
- Gr.7 outdoor class photo May 10.
- Picnic tables #2 and #3 arriving this Spring, #4 to arrive during 2023-24.

6. Parents questions and/or comments for the Principal

- Q) Where does Track & Field happen? A) Practices are on the field. Students are training for 100m, 200m, 400m, 400m relay. Season has started, any Gr.4-7 students wanting to sign up to contact Ms. Benson (Div.6).
- Q) Does school need any outdoor gym sports equipment? A) No, not at this time.
- Q) Will there be an outdoor photo of entire school this year? It would be nice to have this done for retiring teacher and staff. A) No, but will look into this.
- Q) When can we switch from Mountain West Studios to different photographer? A) School signed 3 year contract for students and class photos (2023-24 through to 2025-26).

7. Chair's Report

- Thank you volunteers ♥ for all your hard work! We appreciate all that you do to help the school community!
- Fundraisers
 - Fun Lunch – Term 3 is open! “Buy A Friend A Lunch” program has supported the purchase of 440 lunches for distribution during school week, plus meals sent home for weekends and extras being frozen to serve at later date. Thank you everyone for donating to this program.
 - Lee's Bottle Depot – Ongoing, runs Jan 1-Jun 30 for Gr.7 Grad fundraiser.
 - Mables Lables – Ongoing.
 - Cobs Bread – Market Crossing location undergoing renovations, fundraiser temporarily closed.
 - Krispy Kreme – Runs Mar 27-Apr 1. Order via Munch-A-Lunch site, orders arrive Apr 6, funds raised going towards retirement and community events.
 - Growing Smiles Spring & Mother's Day Plant Sale – Runs Apr 3-25. Order via Growing Smiles site (<https://clintonelementary.growingsmilesfundraising.com/home>), orders arrive May 9.
 - Family Photo Night – Apr 20 (5-8pm), Library. Book time slot online, each family gets 15min session, \$25 fee payable at the door, will have new Square tap terminal so can pay with credit or debit card, will receive 1 free 8"x10" photo + link to photographer's site to purchase additional photos.
 - Sport Day Concession – Jun 9, (9:30am-12pm). Need volunteers to cook hot dogs + sell items, will have 4 45min shifts, this will allow parents to volunteer and watch their child's activities.

- Events

- Family Potluck – May 26 (5-7pm), Courtyard. For this multicultural potluck families are encouraged to bring a favorite dish that represents their culture or is one they simply enjoy, need volunteers to set up/clean up.
- Teacher & Staff Appreciation Luncheon – May 11 (11:30am-1pm), Gym. need volunteers to set up/clean up + make/distribute thank you cards, catered by Columbia Street Sandwich Company, estimated cost \$400-450.
- Fun Lunch – NO LUNCH Fri Jun 16 because of Welcome to Kindergarten and Family Fun Fair.
- Welcome to Kindergarten – Jun 16 (12-3pm), need volunteers to welcome families at PAC table.
- Family Fun Fair – Jun 16. Need volunteers to set up (3:15-4:30pm), volunteers for stations (5-8pm), volunteers for clean up (8-8:30pm), 10+/- volunteers for Games + Cake Walk, volunteers for Raffle + 50/50 Draw. Will need to reach out to Gr.7 students to recruit volunteers. Mar 25 building fire at Vancouver commissary kitchen impacted several food truck vendors including those booked for Family Fun Fair. Will need to reach out to food trucks to confirm they can still participate at the Fair. All help is welcome! Please feel welcome to email (clintonpac.sd41@gmail.com) or message us on Facebook (<https://www.facebook.com/groups/clintonpac.sd41/>) to sign up to volunteer.
- Mrs. Wilson (Div.17) & Mrs. Rudek (Noon Hour Supervisor) Retirement Party – Jun 26 (3:05-4:30pm), Courtyard. Theme “Afternoon Tea Party” (thanks Pam!). Gift ideas for Mrs. Wilson: silver or white gold brooch of Clinton Thunderbird, plaque in garden, heartfelt cards and letters from current and past students and families. She has done her entire career at Clinton (1988-2023). Gift ideas for Mrs. Rudek: garden planter filled with annuals, perennials and evergreen plants. She has done most of her career at Clinton (2001-2023) and all her children attended Clinton.

8. Treasurer’s Report

- Current financial statements presented.
- Budgeted \$350 for retiring teacher and staff gifts.
- Munch-A-Lunch is doing really well, thank you everyone that donated to the “Buy A Friend A Lunch” program.
- Purchased new Square tap terminal, have \$1,000 transaction/swipe fee credit.

9. DPAC Rep’s Report

- Burnaby School District 2023-24 operating budget feedback invitation, please submit your feedback via link (<https://burnabyschools.ca/2023-24-operating-budget-board-invites-input/>).
- Tuesday, February 21, 2023 meeting summary circulated.
- Next meeting scheduled for Monday, April 17, 2023 (Budget Consultation).
- All future DPAC meetings will be in-person.

10. Open Discussion

- Retiring Teacher Recognition – Consider creating “Community Leadership” or “Community Citizen” award named in honour of a teacher. Would be awarded to a Gr.7 student. Teachers would set award criteria and select recipient. Winning student would be gifted a small plaque and have name added to school trophy.

11. Next PAC Meeting

- Wednesday, April 26, 2023 5:30pm in the Library.

12. Adjournment

Motion: That the meeting be adjourned at 6:10pm. M/S/C

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2022-23 DPAC Report

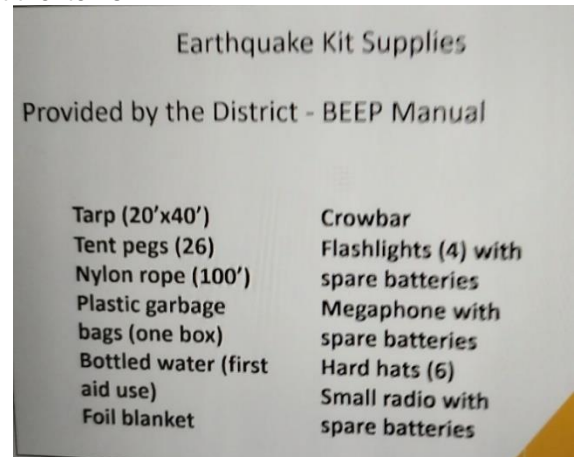
MEETING SUMMARY

Tuesday, February 21, 2023

Part 1 - Presentation: Emergency Preparedness & Response by SD41's Health and Safety Manager, Terry Gomez

Levels of Responsibility

- Family and Resident Responsibility: evacuation plan for family: how to proceed, contact plan -out-of-area contact (to connect the family members), and phone tree.
- School, PAC, and Community Responsibility: drills, site plan knowledge (according to school location). Identified people for special assignments. First aid team (before first responders arrive), Student Release Plan – practice needed, start working out the mechanics.
- District Responsibility: Policy 3.35 Practices for emergency drills. At least six evacuation drills involving a fire, earthquake, or environmental emergency, lockdown drill... In collaboration with RCMP, Fire, Ambulance and Municipal Services: earthquake: infrastructure fire, gas leak, flood or collapse. Ongoing risk assessment.
- If the school needs any of the items on the following list, the administrator needs to contact healthandsafety@burnabyschools.ca – Terry Gomez, and request the items.
- Municipal, Provincial, Federal Responsibility: -Burnaby Emergency Operations Centre (RCMP, Fire, Ambulance, Search and Rescue), Emergency Social Services Plan (emergency shelter for families, vouchers for meals, transportation and clothing), Reception Centres (in the past, secondary schools, now Cameron – and another school, Government Services, Salvation Army, SPCA, Communications for updates and reunions, First Aid and Medical).
- May be provided by PAC: Emergency Kiosk: Principal needs to contact the Maintenance Services Centre (Facilities Manager) to check where to set up. PAC funding.
- Not clear from the District the means of communication during emergencies, left to school discretion?



Resources

- Provincial Emergency Plan: Emergency Management Planning Guide; Emergency Canada Plan.
- Emergency Response Routes are to be kept clear for emergency vehicles.
- Family reunion plan.
- Prepare a "Grab and Go" bag.

Q&A

- Some schools were seismically upgraded, all schools should have the emergency plan and practice.
- The Ministry states that the District needs to step up and guide the emergency kit. Administrator is the key person elaborating it with the District. Parents suggested the District takes care of more from the kit and guides schools if needed.

Part 2 - Presentation: Pre-Budget by Deputy Secretary-Treasurer, Ishver Khunguray

Current Year Budget – 2022/23 Amended Operating Budget

- Three years projection. Every March before Spring break will be released next week.
- February 28: Board Approval of Amended budget.
- April 11, 2023: Partner Groups, DPAC/ April 12, 2023: Public Budget Presentation / April 18, 2023: Partner Groups input on the budget.
- Staffing and other things need to be checked.
- September: count of all the students, goes to Ministry. Amended Budget February 2023.
- June: books closed, September: presented to Board.

Current Picture

- Significant enrolment growth this year. 6% a big change compared to other years: 24,924 students in 2022/23 (ELL: approx. 6,700, diverse abilities: approx. 1,300). Provincial government gives funding for refugees.
- Higher replacement costs due to staff absences.
- Inflationary cost pressures (Provincial Government pays for salaries renegotiations).
- Facility capacity challenges in schools leading to infrastructure costs.

Part 3 - DPAC News

DPAC Update

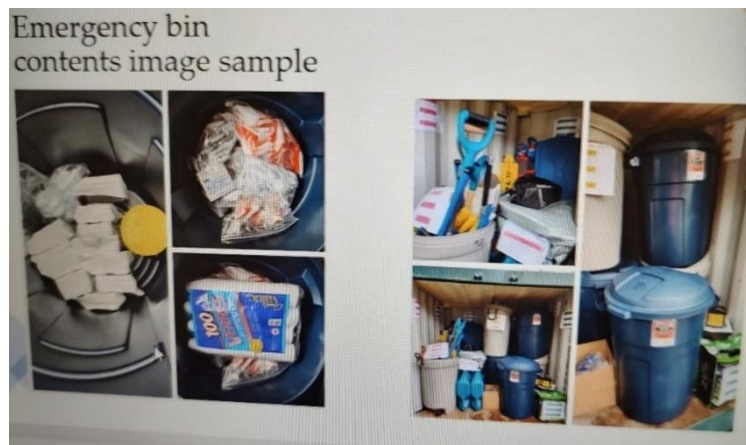
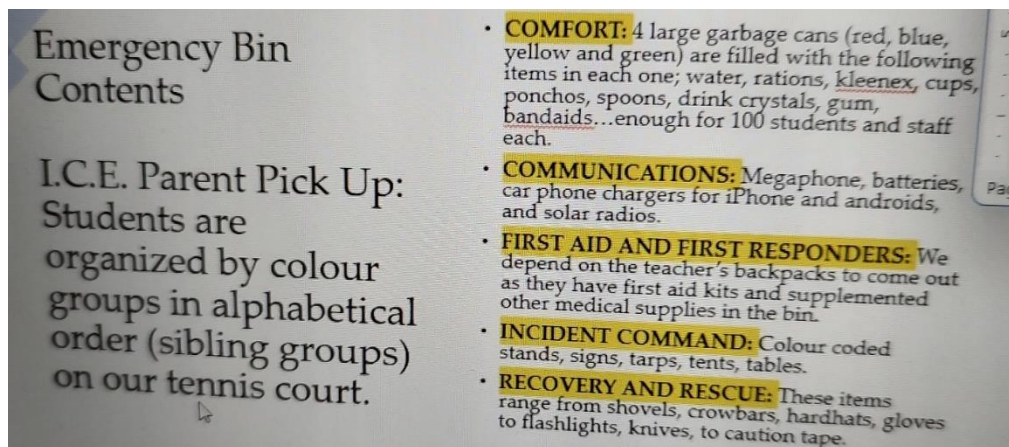
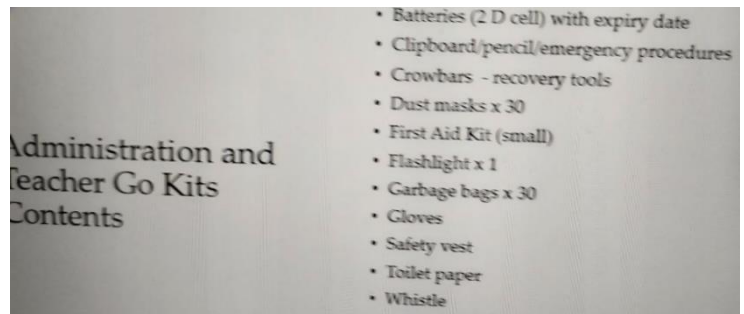
- Alfred Romann, treasurer: passwords have been updated. Two pilot programs providing technology to students (laptops) in Mountain and Alpha Secondary. The program will expand to other schools.
- Jen Mezei: Technology Plan: every student has the same access to technology throughout the District, it has been budgeted for.
- April 11, pre-pre-budget consultation, at Burnaby Central.

Miscellanea

- Burnaby South PAC – Learning together series – Managing Social Media April 24th – it might be possible to attend for parents with kids from grades 4 to 7, they will inform soon.
- Lock down responsibility: do not text your kids. Ashley DPAC chair shares: one kid texted a parent and everybody was very worried, everybody trying to get kids out. Information into misinformation. Be careful, wait for the Administrator to inform in case of a lockdown. For their safety, no telephone use during the lockdowns. Parents ask the District to take the lead and send a message on how to proceed. In May there will be a meeting with information, and a form.
- Budget: Trustee encourages as many people as possible on what will be presented, issues to deal with. At burnabyschools.ca, check your trustees and liaison, reach out and invite them to attend PAC meetings.

Part 4 - Presentation: Trinity Bisset's Earthquake Bin Presentation

- Trinity Bisset co_director@pdplustutors.com is part of the Stoney Creek Community School – Safety Committee.
- Link to check how our school is considered. <https://studylib.net/doc/18828371/seismic-structural-risk-rating-by-block>. Clinton Elementary – Page 28: Assessment in April 2016, Medium risk, no structural upgrade required.
- They built their bin based on the information on this link <https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/safe-caring-and-orderly-schools/emergency-management-planning-guide>
- **There is a 10% off if you tell Canadian Tire or any store (?) that the purchase is for the emergency kit.**
- They followed the categories mentioned below and organized the supplies and equipment into garbage cans with posters with indicators: comfort, communications, first aid and first responders, incident command, recovery and rescue. They created an inventory list and teachers' backpacks with all the necessary supplies. Donation of five dollars per student to resupply for the earthquake bin per year.



Clinton DPAC Rep left at 9:20pm, missed Show & Tell segment of meeting.