



# Upper Lynn PAC

**Upper Lynn Parent Advisory Council**

**General Meeting – October 21, 2010**

**Upper Lynn Library**

**Meeting called to order by Tanya Mealing @ 7:00**

**PAC Executive in Attendance:** Tanya Mealing, Julie McNeil, Beth McCaffrey, Cindy Reid, Jamie Bassett

**School Administration in Attendance:** Todd Henderson, Leslie McGuire

**Acceptance of Agenda:** Lisa Kury 1<sup>st</sup> Motion, All in favour

**Approve the minutes of September 30<sup>th</sup>, 2010:** Lisa Kury 1<sup>st</sup> Motion, Cindy Reid 2<sup>nd</sup>, All in Favour

| AGENDA ITEMS       | DISCUSSION  | ACTION ITEMS  |
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| Chair Report       | <p>Tanya Mealing provided a Card Project update. Teachers are all in favor of Xmas card fundraiser and will produce art for Nov 5 pick-up. Halloween is the next big event.</p> <p>Tanya and Julie were happy to report about the large number of parents offering to volunteer this year.</p> <p>Julie McNeil provided Big Brothers Update: 215 bags donated this year (up from 148 last year)</p>     | No action until cards are produced.   |
| Treasurer's Report | <p>Beth McCaffrey was unable to provide report on bank accounts at this time due to lack of info being communicated from past Treasurer. A Budget Amendment for large traffic cones for approx. \$300.00 to deter cars from parking on the yellow lines was proposed by Jamie Bassett.</p> <p>Lisa Kury 1<sup>st</sup> motion, Michelle Casey 2<sup>nd</sup>. No one opposed. All in favour. Passed</p> | Jamie Bassett to place order for cones and find volunteers to assist in daily set-up and take-down. |

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| <p>Message from School Administration</p> | <p>Mr. Henderson provided a SMART Board update. Five teachers expressed interest in partnering with another teacher in order to learn and share in the experience. By way of a draw, Ms. Pathak was chosen. Her partner will be Mr. Rameses. Mr. Henderson and the interested teachers are attending a SMARTBoard conference on the upcoming Professional Development day. Mr. Henderson is hopeful that the Boards will be installed over the Xmas holiday. Demonstrations hopefully to be held in February.</p>  |  |
| <p>Role and Function of the PAC</p>       | <p>Julie McNeil and Tanya Mealing gave a brief overview of the role and function of the PAC.</p> <ul style="list-style-type: none"> <li>• The PAC is the parent voice at the school level.</li> <li>• All parents are members.</li> <li>• The PAC serves as a source of information and may advise the school board, principal, &amp; staff on any matter relating to the school, except matters assigned to the School Planning Council.</li> <li>• The PAC deals with broad policies, programs, and issues rather than with specific details of school operation. The Council should avoid discussion of individual staff members, parents or students.</li> </ul> |  |
| <p>School Planning Council Elections</p>  | <p>Mr. Henderson gave a S.P.C. overview. The membership of the S.P.C. includes 3 parents (one has to be a member of the PAC Executive), and the principal. The BC Teachers' Federation has chosen not to participate on School Planning Councils, and so there are no teacher representatives. The Council meets 4 or 5 times a year to prepare and review the proposed school plan to improve student achievement. The school plan is then submitted to the North</p>   |  |

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|                       | <p>Vancouver Board of Education for approval. The Upper Lynn school plan will be published on the school web site by the end of October. The two elected parents are Louise Watson and Alex Best. Laura 1<sup>st</sup> Motion, Lisa Kury 2<sup>nd</sup> Motion. All in favour. Passed. Thank you Lousie and Alex for taking on this important role for another term.</p>  |   |
| Traffic Safety        | <p>Traffic Study Update: Tanya Mealing and Julie McNeil met with the Administration, School district representative, District and Stantec Consulting to review the draft traffic proposal for the streets surrounding Upper Lynn. The Executive PAC met to review the list of recommendations and to prioritize items. The proposal contained suggestions/ input from residences in the area. Eg. Adding cross walks at Hoskins and Coleman, speed bumps on Coleman, signage etc. The Executive felt that the proposal to extend the sidewalk out front of the school to Ramsey was important for the safety of students.</p> | <p>The Final Report and outcome will follow.</p>              |
| Traffic Safety Patrol | <p>Changes to the BCAA training program this year delayed the start of the ULE Traffic Safety Patrol. Liability issues have now been cleared up and the program can start as soon as there are enough parent volunteers to oversee the grade sevens. Desiree Brownlow volunteered to help coordinate the program. She also suggested police presence on the day of training and will follow up on this initiative. BCAA is providing the training and equipment for \$320.00.</p>   | <p>Call for more volunteers</p>                               |
| Playground Equip.     | <p>Cindy Reid spoke about the need for additional playground equipment for the many Kindergarten kids for the front egg and possibly for the far rear of the property.</p>  | <p>Cindy Reid to investigate options</p>                      |
| New Business          | <p><b>Comfort Kit</b><br/> Laura Davies Introduced her goal to have a comfort kit for each child in every classroom in</p>  | <p>Laura Davies will gather quotes. Cindy Reid willing to</p> |

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|                         | case of emergency. The kit will contain a personal item, blanket, candy etc. and can be stored in a backpack.   | assist.  |
|                         | Earthquake Container: Container quote has been requested by Todd Henderson. Apparently, a Fromme parent is offering container set-up experience. Name to follow.  | Todd Henderson & Laura Davies will meet to discuss further   |
| Parent Speaker Series   | Julie McNeil on behalf of Alex Best recommended a speaker, Jessie Miller, whom she thought would be suitable. Jessie Miller is available to speak Nov 23.   | Desiree Brownlow offered to look into no-cost options through her work.<br>Alex Best to follow up re Jessie Miller |
|                         | Saleema Noon: Everyone at the meeting approved of booking Saleema again for next year.  | Leslie McGuire will follow up  |
| Kindergarten Discussion | <p>A parent recommended indoor play during recess when the winter season arrives to improve safety for the K's. It was also suggested to implement "play first, eat second" or extend the lunch eating time frame. Parents expressed how little their children are eating at lunch because they are anxious to get out to play. Todd provided information regarding lunch supervision &amp; playground monitors. He highlighted the importance of children getting fresh air &amp; exercise every day &amp; reminded parents of the importance of children dressing for the weather. The "play first, eat second" model was discussed at a staff meeting earlier in the year and Todd advised that he will revisit the topic with staff. Students can take food outside with them as long as there are no containers.</p> <p>Jamie Bassett made mention that some parents feel out of the loop from info that was said in the Spring but changed in the Fall.</p> | Todd Henderson offered to have further discussions with staff about the "play first, eat second" model.            |
| Voluntary Donation      | Donna Mah discussed the value of voluntary donations to the PAC .   | Julie and Tanya to clarify process & notify parents via  |

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| Meeting Adjourned | 9:00 p.m. |             |
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