

Sperling PAC Meeting  
May 15, 2007  
Minutes

**In Attendance:**

Wanda Pierson	Chair
Claudette Angers	Principal
Bettina Charpentier	Treasurer
Micheline Kamber	CPF
Sonya Scagilone	CPF
Trish Alsop	Secretary
Tony Wong	Web Master
Josie Young	Fundraising
Carol Cosco	SPC
Dena Dominjan	Head Teacher

**Regrets:**

Pat Ratcliffe	Vice Chair
Moira Rockwell	Speakers and Presenters
Kirk Rockwell	Media Relations
Karen Hum	Hot Lunch
Yvonne Chand	Hot Lunch
Veronica Tsang	Lice Patrol
Debbie Percival	Traffic and Safety
Alice Yuan	Traffic and Safety
Rob Sawyer	Emergency Prep.
Ruby Chow	Sport's Box
Maureen Mah	YES
Renee Loboza	Christmas Crafts
Amanda Ashton	SPC
Fred Morrison-Harding	Traffic and Safety
Agnes Fejer	DPAC & Fun Fair
Ross Powell	Emergency Prep

**Announcements**

*Sports Day will be June 15, 2007*

*Volunteer Appreciation Tea will be Friday June 8, 2007*

Effective immediately the PAC box in the office (near Rae's desk) will be locked. There is a key hanging in the office behind Rae's desk (head teacher office) just behind the door. It is key #42. Rae has a spare just in case.

Large amounts of money should not be left in the PAC box (even though locked, the office is not secure). Please ensure that you deposit money relating to your activities on a frequent basis (daily if there is lot of money). The deposit book is also left in the PAC box.

A memorial service for Erik Chan was held on May 19 at Burnaby Pacific Grace Church.

## **For Discussion**

### **Budget**

Bettina presented the financial statement for April. There was discussion regarding the paper costs. Generally the PAC has given \$150.00 to the school for the cost of our duplicating. We are spending about \$250.00 and there may be a need to increase this item. The PAC newsletters going “green” will lessen duplicating costs. It was also suggested that use of the parents email addresses be considered.

Claudette Auger asked if the ESL teacher could also be given \$50.00 as are the other classroom teachers. It was agreed that the ESL teacher would also receive \$50.00 for classroom consumables.

Pat Ratcliffe is looking into the purchase of a toaster-oven for the staff lunch room.

### **Remembrance**

Plans for a remembrance of Erik Chan – framed picture of Eric will be put up in hallway—Claudette will have Erik’s friends involved in process. A \$50.00 donation to Canuck Place has been made in Erik’s name.

### **Library Renovations**

The district has agreed to come and do some of the renovations to the library in December 2007, earlier then expected. The library will likely be closed for December. Please see attached timeline.

PAC needs to discuss how much funds can be devoted to the library renovation for Fall 2007. Pat Ratcliffe will be the Liaison person between the PAC and School for this project. Furniture estimates are required for June. The District will be completing the order.

### **PAC Executive Positions**

Open positions for the 2007-2008 school year

Chair

Vice Chair

Secretary

Student Directory

SPC (1 position)

Treasurer – Bettina Charpentier is willing to fill this position with the understanding that this is her last year

Sports Box Co-ordinator

It was suggested that individuals send position descriptions to Tony that he can post on the web-site

The following individuals have agreed to stand in their current positions.

CPF rep	Micheline Kamber Sonya Scaglione Steve Meighan
Fundraising Co-ordinator	Josie Young (Parent Donation & Millennium March)
Hot Lunch	Karen Hum
Media Relations Co-ordinator And PAC Newsletter	Kirk Rockwell
Web Page	Tony Wong
Walking Sidewalk	Alice Yuan
Speakers and Presenters	Moira Rockwell
Emergency Preparedness	Ross Powell
Yes Co-ordinator	Maureen Mah
School Supply Contact Person	Maureen Mah
Head Lice Committee	Veronica Tsang
Christmas Craft Co-ordinator	Rene Lobozar

### **SPC Report**

A meeting was held and topics discussed were on the current year goals, and what next year's goals should be. The group decided to continue next year focusing on our goal of social responsibility.

Claudette is planning to send a notice to parents for input on the goal of social responsibility and finalizing the wording of the goal soon.

### **School Supply Packages**

Teaching things will be leaving notices for teachers to hand out to the student body. Teaching things will also display sample school supply packages. Forms should be available soon.

### **School Photos**

Claudette received feedback about the spring photos and has let the company know in the future we will not have Spring Photos; we will continue to have photos done in the Fall.

### **Principal's Report**

A parent inquired about a before and after school care at Sperling. Claudette said there is a process that one can take to apply to have a non profit center on school grounds, but this would mean another portable on school property.

### **Emergency Preparedness**

Tony collected some information regarding food rations, forced us all to try his survival food and we all lived. Tony suggests adding to the budget buying the rations for next year. Ross Powell is also suggesting that there is a need for some more mid-sized tarps. The cost of food and tarps needs to be figured into next year's budget.

## **Web Report**

Tony is developing a survey to seek feedback from parents about the website.

## **Fun Fair Update**

Kirk Rockwell suggests that we should be ready to send out thank you notes to our donors of prizes for the FUN FAIR and AUCTION

Sonya Scaglione proposed that once the equipment from the storage locker is brought to the gym (a week before the fun fair) that the PAC makes a decision whether to continue renting the locker. Sonya proposed that the PAC does not continue renting the locker. (Rental for storage locker is paid up until November 2007)

Motion:

Sonja Scagilone use her discretion to decide if items in storage locker be kept or discarded after the current Fun Fair. Motion-Carol Cosco -motion passed unanimously.

## **Speakers**

Maira has been working on booking Saleema Noon for an intermediate day next year.

## **Media Report**

1) News releases were sent out at the beginning of May regarding the Fun Fair and Auction.

2) Follow up and Media invitations to the Fun Fair will be sent out this week.

3) Kirk has not heard from any of the large sports organizations regarding donations. He will be sending follow-up letters this week.

4) PAC Newsletter for June deadline for submissions will be Friday May 25, 2007.

5) June issue will promote "Going Green" with suggestion that more people use the website for getting their copies of the PAC Newsletter. Hopefully this will get more hits to the site and reduce the hard copies being sent out...thus saving trees and money.

6) There will be a June supplement made with the Fun Fair, Grade Seven GRAD, Sports Day and the final farewell.

## **CPF Report**

May 17 meeting is cancelled.

\* A committee has been formed to push for a Burnaby North French Immersion High School. Letters will be going out to this year's grad class to help the committee collect data.

**Meeting adjourned 8:15pm**

**Next meeting Thursday June 14**

# **École Sperling PAC Initiative**

## **Library Project**

### **April 2007**

#### **Description of Library Project (3 year plan)**

The PAC would like to update the library and make it a safe, healthy and functional space where children's library experience will enhance their enjoyment of reading. Teachers will have an effective space to team-teach that is conducive to learning. Our families will enjoy visiting the library and hopefully encourage their children to visit the library more often. The teacher-librarian will maximize the use of the library (book collection, computer use, teaching space, story-telling space, and book circulation) because a vast improvement in creating an effective workspace: Increase book shelving capacity and magazine racks. Given that we are a French Immersion school, we have 2 book collections. Estimated cost of this project will be \$50 000. Parents will use PAC fundraising to cover cost until June 2009. Attached is the approved plan.

#### **New Equipment:**

- Replace all bookcases (high and low)
- Replace all working tables (hexagonal shape) and chairs
- Additional primary seating
- Computers and computer tables or carrels
- One sink needs to be removed (the one closest to the outside door)
- New flooring (vinyl tiles)
- New lighting

#### **PAC may pay for the following:**

- All furniture needed (even if it is built by BSB)
- 6 computers
- All incidental costs associated with the project
- Carpet tiles for primary story-time
- Bulletin board above low bookcases
- Seating for 30

#### **BSB may pay for the following:**

- Flooring
- Lighting
- New drops for computers
- Costs of repairing walls when removing old shelving

- Sink removal and wall repair costs
- Providing boxes for storing books
- Moving furniture and bookcases

### **Schedule and Timeline:**

<b>Date</b>	<b>Tasks</b>	<b>Who</b>	<b>Done</b>
September 06	PAC agreed that the library needed updating and discussed a 3-5 year plan. Fundraising would pay for the annual cost of project.	PAC Exec	
April 16	Library Committee met and reviewed two plans. Listed changes to be made and estimated costs at \$50 000. Would the BSB help in paying cost?	Pat, Wanda Vesna Claudette	
April 23	Claudette and Vesna meet with Phil to estimate the cost for the BSB. Phil agrees to replace flooring, move computer drops, move bookcases, repair walls, remove sink and old shelving. Lighting will be done in the next 2 years. Phil also suggests replacing ballasts in library lighting fixture to improve situation until the lighting is upgraded.		
May 2	Email plan to PAC Exec/BSB for final approval and begin to order furniture for next September.	PAC, Vesna and Claudette Phil S.	
May 15	Present Plan and timeline at PAC meeting	PAC and Claudette	
Early December 07	Library will be closed and books will be packed and stored on stage or empty classroom.	Vesna and TEAM	
December 07	Implementation of Phase 1 during the Christmas Holidays: <ul style="list-style-type: none"> <li>• replace flooring</li> <li>• move computer drops</li> <li>• move bookcases</li> <li>• repair walls</li> <li>• remove sink and old shelving</li> </ul>	Phil Bruce	