

**November Parents Advisory Committee Meeting
November 13,2019**

In attendance : Christina Staab, Roxanna Harper, Margarent Gwyn, Nichole Wilson, Megan Dupuis, Karen Higginbotham, Tim Murphy

Admin Report - Tim & Karen

1) Behavioral Challenges

a. Tim has seen great improvement in students' behavioral challenges since our last meeting. He has issued a few suspensions for chronic behavior occurrences and feels that behavior problems is a continuing challenge.

2) Action Plan

a. Staff is meeting during dinner time to work on section two of the new professional development plan. The new plan is a three year focus on goals, targets, strategies, roles and responsibilities to help our students learn. This action plan need to first be vetted with the district and then will be presented at the next PAC meeting.

b. Tim is already beginning to implement some of the new strategies at our school. He is very proud to be working at Craigflower.

3) Staff

a. Tim is receiving many positive reports of reluctant kids are taking big risks. These students feel much more comfortable in their classrooms and in our school. Staff members are reporting that they have never seen the hallways so empty during class time. Students are in their classrooms learning.

b. Report card will be sent out in one month. Teachers are currently collecting data and working on reports. Karen uses Fresh Grade Portfolio online. Her students will be receiving their report cards electronically. The last report card of the year will be in paper for all students. The Ministry requires that the school reports to families on how their student is learning and also requires that all families receive a paper progress report in June.

c. Tim is working on a monthly newsletter for Craigflower families. He is planning for the newsletter to go home with students in December. Tim would like Christina and Nichole to communicate to him what the PAC would like to put in the newsletter.

Action - Tim, Christina, Nichole

d. Teachers would like to receive one months notice for any PAC contests or student made decorations that take class time. They would also like clarification on what the PAC is looking for and the prizes for the contests. The teachers love doing these projects with students but they do need to plan the time to complete the project. Our teachers really like to plan their curriculum and class time.

e. The \$4,000 Kiwanis grant for field trips and sports equipment has been received. The donation is first sent to the PAC as a charitable donation. Shana Jack then has the funds available for her to book buses for field trips. It is then available for teachers to apply for the funds for field trip busses. Teachers wishing to have funds for a field trip may submit a request to the PAC. Tim and Karen will decide how it is divided among the teachers evenly for trips.

4) Literacy

b. Students are passing two and sometimes three literacy benchmarks. Students are sitting and writing more than before. Tim and the staff are very proud of the work they are doing with student literacy and the progress they are seeing.

c. Staff is implementing a new teaching plan involving students across grade levels to work on the same literacy samples. Through this teachers can assess each student individually and see how to move the student forward in their literacy. We are seeing a lot of success. Literacy teachers are collaborating to bring better assessments and work plans for students. Teachers are meeting students at their individual level and this fosters learning. We are also working to get students on a good level emotionally. Karen feel that students' emotions are directly linked to their learning ability. Karen reports that the teachers excitement for literacy is transferring to the students.

5) IEP

a. Parents of students with IEPs are beginning to have their information meetings. The students with IEPs learn in a different way than other students. The learning plans involve one of three case managers that work with our school and a learning support teacher. The parents meet with these specialists and discuss yearly objectives, goals and actions of the new learning plan. The parent then is informed of the plan and signs off on it for the year.

6) Literacy App

a. Our school has been creating literacy app for the district. Connor McCoy, or former principal, used a huge spreadsheet each year to follow each student. It included what each student excelled at, what services they needed, and reading level etc. He could

see the progression of each students visually represented on these graphs. Our is data geeky and staff find these kind of graphs very beneficial.

b. District really liked Connor's spreadsheets and have asked us to create an app. The app will be a literacy app for the district based on our previous use of recording student progress in graph form. The data on each student can be input in the app and represented as a neat charts. The data in the app will be used to track grade level oral language skills in students k-5. The app will also keep track of attendance. We are the first school to use the app and we are doing a learning support pilot. We will be using it to capture data and use it to report back on students and make collaboration between staff easier. We are piloting the program because we initiated the idea. In January Tim will be going to Quadra to show the app. This program will make it easy to know what level of learning kids are doing and figure out what drives their individual learning.

7) Remembrance Day Assembly

a. We had a successful Remembrance Day Assembly. Tim says it was awesome. The kids behaved well for forty minutes. Tim really feels that the kids understood the presentation because it was age appropriate for the students. Tim feels that this is a continuation of the last feather ceremony. The last feather ceremony felt very comfortable and the kids really knew what to expect. The staff spoke genuinely about the kids receiving a feather and concentrated less on what the student had in common with the chosen animal. Tim is happy that the students didn't need any discipline during the assembly. He feels that staff has worked with all students to help them feel comfortable at the assemblies and feather ceremonies.

8) CPS Training

a. Dr. Ross Greene is a creator the the Cooperative and Proactive Solutions approach and author of the book 'The Explosive Child.' Five of our staff have completed training to apply this program in our school. We are using Dr Greene's solution to make a plan for kids lagging in skills. For example a student with problems with transitioning we ask the student why they have trouble when it's time to line up to go to P.E. We listen to the student's answer and then solve the problem. We are listening to the kids reasons why the are having trouble and working and then creating a solution that works for them. We can treat the behavior and the behavior stops because we found out why the behavior was occurring. Karen Maria Nordstrom has had a conference call interviewing parents on how this work for kids.

9) First Nation Education Conference

a. Tim will be attending the First Nations Education Conference. The conference annually examines issues in indigenous education and share success stories. Tim

reports the First Nations education is being examined more in BC and nationally. School with high populations of First Nations students often feel disconnected from other Indigenous schools. This conference is a great way for members of high population First Nations school to meet and share their experiences.

11) Arts

a. Tamara, our fine arts teacher is working with all classes to each do a performance at our holiday celebration and dinner.

b. Hailey, our aboriginal support teacher, has reached out to an Opera to do a free performance for the students at Craigflower.

12) Science Venture

a. Tim is excited that the UVic Science Venture program will be coming to Craigflower for the rest of the year. Science Venture will be coming twice a week during lunch time to engage our students in science. Every division will have a session twice a month.

PAC

1) Nurse From Shoreline

a. Holly, a public health nurse came to our meeting to raise awareness for the Shoreline Wellness Center. 'The wellness center is a health clinic within a school.' The Wellness Center is a new project created in partnership with Island Health and our school district, SD1. The center provides primary care through public health nurses and will keep medical charts for students. The clinic is open Mondays and Wednesdays for students and their siblings on a drop in basis. Students who do have a primary physician can be seen at the center if their primary care physician is unable to see them that day. This program fills the need for students who do not have a primary doctor or students who need to be seen on a drop in basis. Any information shared in center visits will not be shared with the school. Appointments and information will be confidential.

b. The center has three pediatricians working with the Wellness Center to assess behavioral health and neurological development. These assessments are made available by school staff referrals only. The school staff will identify between ten and fifteen students that they feel need to be assessed. The pediatricians will see students in a time frame of two to three months after initial referral by school staff. The current wait for a pediatric assessment appointment is between nine and twelve months. This program will allow students that greatly need an assessment to be assessed faster. Follow up appointments for the referred students will also be at the Shoreline Wellness Center. The hope is that we can stabilize these students faster so they can learn.

2) Fundraising

a. We are looking into fundraising ideas for our PAC this year. Growing Smiles is a plant fundraiser that may be good for Mothers Day. We need to find out if the company will deliver the plants to the school. Fundscrip is a gift card fundraiser but we want to know if we need to buy the gift cards first before we sell them. Artsy cards we also discussed.

b. We feel that the Bottle Drive is our best fundraiser. We will be scheduling a bottle drive in January under the carport. A bottle drive in January would allow us to bring in a large amount of bottles after holiday parties. Nichole will be researching the cost of a vinyl bottle drive banner for the school. We could reuse it each year and just alter the dates.

Action - Megan, Nichole

3) Halloween Party

a. The Halloween party was a great success. We had more attendees than in previous years. The concessions stand was very busy. A suggestion was made to keep drinks on the table at the next event to speed up the concession time. We earned \$635 for the PAC. Tim thinks the prices were great. We sold 80 hotdogs and 10 pizzas!

b. Christina is generously leaving the Halloween decorations with the school for next year. Nichole is also able to use the decorations she borrowed from family for the next Halloween party. The PAC also purchased an inflatable Halloween archway this year that really added to the event.

4) Craft Fair - Margaret and Megan

a. Margaret and Megan checked all our tables. We have thirty two working tables and can fit all thirty two in the gym. We found some broken tables on the stage that need repairs. We have thirty tables booked and seven vendors on the waitlist.

b. Margaret has put up the Craft Fair sign on the front fence. Megan will be bringing in extra zip ties to help secure it. Margaret has begun posting vendor feature on the craft fair Facebook page. We still need to pass out flyers to the community. Karen will be sending a digital flyer to Shoreline. Tim is advertising the event on Murray drive. Megan will put ads up at Tillicum.

Action - Karen, Tim, Megan

5) Accounts - Nichole

Checking 9,754.60 minus 4,000 for the buses for field trip in two weeks

Gaming 3,458.77

a.Nichole is researching what we can use the gaming fund to purchase. She will reach out to district PAC to for any knowledge they have.

6) Playdough

a.We still have \$30 left from our Thrifty's donation. Christina would like to use the \$30 to buy cream of tartar to make our playdough.

VOTE IS YES

b.Teachers are happy about getting playdough but we need to find containers. Karen suggests saran wrap and plastic containers to store the playdough in. The plastic deli containers from Thriftys might be perfect.

7) Carpets

a.Luv a Rug contacted us last month and asked if we needed any rugs. Luv a Rug delivered 4 free rugs to our classrooms. The company asked the PAC to let them know if we need any more rugs. After discussion we have decided that the split classroom could use another rug. PAC, staff, and students are very excited to have our new rugs.

8) Deep Cove Pac Donation

a. Deep Cove PAC from the Saanich school district presented a card and \$1,000 check to our PAC. The Deep Cove PAC had experienced many years of very successful Christmas fairs and wanted to pass on a portion of their earnings to another school PAC. The PAC was flabbergasted and very thankful for the donation. We have earmarked the money for a future undecided school need. Christina would like to make a thank you card or poster to thank the Deep Cove PAC.

Action - Christina

9) Thank You Cards

a.We will be making thank you cards or posters for all the businesses that have given so much to our school. Luv a Rug contacted us last month and gave us four free rugs for our classrooms. Canadian Tire donated prized for our Halloween party. Thrifty's donated funds for our Halloween party also.

10) Donations for the Holidays

a.The Lions have donated Country Grocer \$1,000 in \$25 gift cards for the holidays. The donations will be given to our families that need it most. Nichole will also ask her brother if Country Grocer will donate Turkeys for needy families holiday meals.

11) Cobs Bread & Food Share

a.Tim wants the PAC to know that we are having a 'massive impact on Craigflower families.' He specifically sees an impact with our help with the food share and our hard work with the Cobs bread. The PAC has taken on picking up the Cobs bread donation twice a month and also donates their time bagging the bread. The families are thankful for this.

b.The PAC would like to reach out to families to ask them to donate their time bagging the large amount of bread we receive from Cobs every two weeks. Megan will make a Facebook post requesting more help with bread.

Action - Megan

12) Power Struggles

a.Megan would like to ask Dr.Allison Reese to come to the school and do a presentation for our families about power struggles. Dr Allison Reese lives in Victoria and teaches a parents course 'Sidestepping the Power Struggle'. Our family and youth counselor, Harmony recommends Dr. Reese and has heard that she does do PAC nights. PAC agrees that we would like her to come to our school but we would like to know her fee. Tim suggested if she needs a large audience we could invite Shoreline and Esquimalt High parents and guardians also. Megan will email Dr Allison Reese and ask for her fee and audience requirements for a PAC parent night.

Action - Megan

13) P.I.S.E.

a.When we originally began our P.I.S.E. program we wanted to hold the after school program on Wednesdays. P.I.S.E. staff gave us Tuesdays but with the option that we could switch to Wednsdays in December. PAC has decided that we would like to keep Tuesdays for our P.I.S.E. program. Megan will contact P.I.S.E. to continue or program twice a month of Tuesdays for the rest of the school year.

14) Steve Farmer

a.Tim would like to bring back Steve Farmer to do another Motivational Magic show for the students. The show for the whole school will be a cost of \$500. Tim will contact Steve Farmer to set up a session.

Action - Tim

The next PAC Meeting will be held on Dec 11th.