

## HENRY HUDSON PAC MEETING

Date & Time: March 11<sup>th</sup>, 2014. Meeting started at 6:35 pm.

Location: Henry Hudson Staff Lounge.

In attendance: Parents (approximately 20), Principal Mr. Adams, Teachers Mme. Boyd. Please note, a full list of attendees is available from the PAC Chair upon request. For privacy reasons the full list is not posted in the minutes.

1. Minutes
  - a. A motion to approve minutes from the February 2014 PAC meeting was motioned by Jerry and passed by Andrea. The minutes are posted on the website.
2. PAC Chair Report
  - a. No report.
3. Principal's Report
  - a. Goals are Numeracy (presentation in November) and Social Responsibility.
    - i. After spring break there will be a more visible focus on social responsibility.
    - ii. Bullying in schools has been a focus at recent events in the news.
    - iii. Seems campaigns focusing on the bad behaviour are not effective to bring down the prevalence of bullying.
    - iv. A better approach seems to be of positive campaigns. This involves school wide behaviour systems.
    - v. Looking at the those schools that seem to have the greatest effect used positive behaviour systems.
    - vi. PBS (Positive Behaviour Systems) approach has been chosen by the teachers and staff.
    - vii. Focusses on global values and how to teach to them.
    - viii. The Hudson Equation = 4Rs:
      1. Respect yourself
      2. Respect others
      3. Respect this school
      4. Respect your community
    - ix. There is 2.5 weeks to take on this project in class with an assembly at the end.
    - x. Superstar Assemblies work into this framework. Had first assembly and will continue.
    - xi. Q: How can parents be kept in the loop for PBS for continuing the messaging at home (using the same language to reinforce).
    - xii. A: Not a mechanism in place yet but have a framework of communication. There will be information on-line and in the school.
  - b. In-coming Kindergarten:
    - i. School was half empty with publicized threats to close it down not that long ago.
    - ii. French Immersion came in which has added a class each year since and the school was "full" last year.
    - iii. The school is now very primary class heavy.
    - iv. Focus is on how to accommodate the number of students that have applied and those within the school.
    - v. Stats:
      1. ~280 students 4 years ago
      2. ~335 this year
      3. ~390-400 this September
    - vi. Ramifications of these high numbers run through all aspects of the school including lunch room space, hot lunch program, general space coordination.
    - vii. There are only 8 lunch room tables but 16+ divisions.

- viii. The school will potentially qualify for another supervision aid, helping with possible solutions: 8 divisions in lunch room, 8 in gym and only an additional aid would allow supervision outside.
  - ix. These issues will continue as the demographics of the school graduate only ~17 Grade 7s yet very high demand for two full kindergarten classes for English and French each year.
  - x. Q: Are portables an option?
  - xi. A: There is a lot of excess capacity in Vancouver as a whole and as such there is no funding for those. Also there are restrictions in the field size.
  - xii. Q: What about a shift in catchment borders?
  - xiii. A: This is unlikely to happen.
  - xiv. Q: Where did all the kids come from?
  - xv. A: These are only in-catchment kids we're looking at.
  - xvi. Q: Do we have enough bathrooms to accommodate this many kids?
  - xvii. A: Not sure what the regulation is.
  - xviii. Q: Whose jurisdiction do bathroom regulations fall under?
  - xix. A: It is not the same as HOOSC which uses Vancouver Coastal Health.
  - xx. AI: Chair to make inquiries on bathroom
  - xxi. Q: Are the numbers likely to settle?
  - xxii. A: There was a focus put on finding out which in English catchment students wanted to go here. Everyone now in English wants to be here (it took 50 off list; many going to Tennyson). There were still many turned away in English that wanted to be here.
  - xxiii. Q: Shouldn't we be sending questions to MLAs?
  - xxiv. A: Generally a good idea.
  - xxv. There will be a hot lunch brainstorming session after March Break on how to effectively administer the program to so many students. This needs a full rethink.
  - xxvi. Q: Are we sure these numbers are correct?
  - xxvii. A: People can move and change can always occur, but everyone has indicated that they really want to attend.
4. Teacher's Report
- a. This was the easiest and smoothest Carnival!
    - i. The kids seemed to love it.
    - ii. Thanks to all the parent volunteers for their help.
  - b. Teachers are anxious for March Break as they are worried about challenges for the school.
    - i. More students also means much more prep to do and demand on resources.
  - c. Q: Do you have any contract insights to offer?
  - d. A: There are views across the board and everyone does their own study.
  - e. Q: Will there be job action after March Break?
  - f. A: The news has already reported the 89% vote in favour (lack of resources and class size issues).
  - g. Q: How can we support?
  - h. A: There are upcoming elections, write to MLAs.
5. Secretary Report
- a. The PAC has a new website.
    - i. To be released soon.
    - ii. Has good calendars, subscriptions. Made in Word Press so should be easier to maintain.
    - iii. Looking for volunteers to help maintain/expand.
    - iv. Still need content uploaded.
    - v. Soft launch and links between new and old sites.
    - vi. Change was required as old site managed by Board, there were many limitations/restrictions and we could get what we thought the parents wanted. The support team were Principal Adams and Andrea who are already very busy.

- vii. Other PAC websites were looked at for ideas.
6. Treasurer's Report
    - a. Chair gave the Treasurers report.
    - b. There was an extra \$225 in direct donation.
      - i. All receipts were mailed contributed as of last meeting.
    - c. PST refund for playground was about \$1.2K.
      - i. Special thanks to Gary for following up on this refund.
  7. SPC Report
    - a. Social Responsibility; 4Rs already introduced by Principal Adams.
    - b. Rainy day club:
      - i. Principal Adams went shopping for stuff and bins.
    - c. Next meeting on April 28<sup>th</sup> to look at where were going.
  8. Hot Lunch
    - a. Net for term 2 is \$7.2K.
  9. Bylaw committee update
    - a. Special thanks to bylaws committee for all their efforts in putting together a draft which took considerable time and effort and a keen desire to make improvements within the school community.
    - b. There was lots of email feedback to first public draft.
      - i. Much of the feedback had to deal with ambiguity in language.
    - c. Process included reviewing our bylaws and additions agreed upon by group after reviewing other PAC bylaws.
    - d. There were four main concerns that were contentious in this draft to review here.
      - i. Spring Elections (versus current Fall elections) and terms that run with school calendar.
      - ii. Vice-Chair/Co-Chair role and ambiguity of position title throughout document.
      - iii. Standing French Liaison committee
      - iv. Term Limits
    - e. Spring Elections
      - i. Goal of spring elections with school calendar terms allow more overlap between new and former execs.
      - ii. Would also match found bylaws. (Though the change to fall elections seems to have followed found bylaw requirements.)
      - iii. Concern raised that this precludes new and kindergarten parents.
      - iv. Q: Would this group want to run in their first year, would they get elected?
      - v. A: There is a kindergarten parent currently on PAC executive and most of the time most candidates run uncontested.
      - vi. It's difficult to recruit exec. None of the current exec volunteered, all were recruited.
      - vii. School calendar terms make the September transition vague at a time when parents have many questions as the school is closed over the summer.
      - viii. Many parents do not know their future year schools due to potential moves, preferred programs, and waiting lists. Spring elections would preclude many of those with uncertainties from running (including at least 2 current execs)
      - ix. PAC 101 gives options of Spring and Fall but many PACs do run in Spring.
    - f. Vice/Co/Former Chair role(s)
      - i. Goal is to have a shadow of the chair to be able to step in and fulfil role.
      - ii. What other value does this person bring? Is the chair role that taxing?
      - iii. The Secretary role is already fulfilling that role plus doing all the secretary tasks, for example chairing past PAC meetings.
      - iv. Is a co-chair position the best place in the exec for an additional role, or is more help needed / warranted elsewhere?

- v. As an example, Trafalgar only has a vice chair role currently filled (no chair role).
- g. French Liaison
  - i. Goal is to have a point person for French issues to keep this offline of PAC meeting.
  - ii. Notes from Chair: A few years ago after French Immersion started and progressed to 3 grades, there was increased engagement from the FI parents in the PAC. FI soon began to dominate the PAC, but not the school. The philosophy of the PAC was to represent the whole school, rather than just the English or French contingent – one PAC one school. As an example, parents in the PAC are not identified by the program that their kids are attending.
  - iii. There were concerns that having a French Liaison would introduce imbalance into the PAC.
  - iv. Currently there is 60% English, 40% French creating a relatively balanced school.
- h. Term limits
  - i. Goal is to encourage more parent participation.
  - ii. Seen in other PACs.
  - iii. Elections happen yearly regardless of term limits so long as interested parents run.
  - iv. It's difficult to recruit exec. None of the current exec volunteered, all were recruited.
  - v. We need to maximize the effectiveness of the volunteer collective.
  - vi. Cross training has been effective with co secretaries and treasurers.
  - vii. One co treasurer has finance background which is very valuable.
  - viii. There are 3 to 4 people currently supporting the secretary role; why is there so much attention on chair role.
  - ix. Term limits would likely require staggering terms.
  - x. 2 years? First year learning the ropes then just a year to aim to make a difference and train someone new. Seems to short and too focussed on the election process.
  - xi. 3 or 4 years is another option. DPAC model recommends 4 years.
  - xii. Concern of losing knowledge. Cross training helps which is why there are currently co-secretary and treasurer roles.
  - xiii. Not even 10% of the parent population represented in this meeting, suggesting difficulty in finding future exec members.
  - xiv. Nomination could help, but there will be a yearly effort in doing this work which is demanding. Coffee club may have insight.
  - xv. Nomination process could miss out-of-house working parents that are not at the playground. There are already restrictions on out-of-house working parents for many positions (SPC, fairs, hot lunch, technology committee, etc). 9am coffee club excludes out-of-house working parents.
  - xvi. Term limits create a void to be filled. Is this an opportunity for pulling in more volunteers?
  - xvii. Where, as a holistic community, do we want the volunteer focus? On roles or on committees doing the work?
  - xviii. There is a natural ebb and flow of positions and term lengths. Most are not long and elections can always limit term lengths.
  - xix. PAC is often left with responsibility of recruiting for replacement nominations as volunteers are not coming forward even with requests in weekly reminders.
- i. General Notes
  - i. Q: Does the timeline need to be specific to accomplish more parent involvement?
  - ii. A: Wording can be difficult to balance to keep protocols useful to follow and specifying recommendations.
  - iii. Q: Are we hamstringing the PAC exec? Will the PAC be too constrained by these bylaws?
  - iv. Q: Draft still seems long. A rough guideline/road map might be better suited to not hamper efforts.
  - v. Bylaws purpose is for governance.
  - vi. There is a need for transparency and flexibility and inclusion.

- vii. This is the time to question our current practices and try something new.
  - viii. Could just update bylaws to reflect current practices.
  - ix. PAC only functions on volunteer efforts so need to have that as guiding principle to minimize roadblocks that may disenfranchise volunteers.
  - x. Q: Can these be made simpler but still with content that is more of a guiding principle and less restrictive.
  - xi. A: Note that these bylaws are not the simplest of those of other reviewed PACs nor are they the most complex.
  - xii. Q: Will there be a loss in flexibility? The roles of the exec are currently not too siloed and there is a lot of overlap of functions.
  - xiii. Two to three drafts of bylaws should be expected and useful.
  - xiv. To minimize bylaw committee efforts, maybe permitting annotations within document might be effective.
  - xv. Q: Aren't we currently in violation of found bylaws?
  - xvi. A: It should be remembered that this is a found document. There is no proof of its adoption. The change of structure and election time seems to have been voted on and adopted in compliance with these bylaws, but as the document was not known to exist it was not modified. Therefore, it should be assumed that current structure is acceptable.
  - j. Quick gauging of those present on issues:
    - i. Spring vs fall elections -> Fall elections received more votes.
    - ii. Looking at 3<sup>rd</sup> options also desired that didn't specify time frame leaving flexibility but requiring elections yearly.
    - iii. Guideline for running elections is still required in bylaws.
  - k. French Immersion Representative -> No received more votes
    - i. Noted that a French advocate could help new parents to FI as to what the best practices are in assisting with French at home.
  - l. Term Limits -> No limits received more votes.
    - i. Options for limits greater than two years was debated, as the short term listed in the draft of the initial proposal seemed to be a stumbling block for many.
  - m. Many comments were raised that parents are not wanting anything to do with PAC.
10. Green Team and Community Garden
- a. HOOSC is hoping to work with PAC to green up outdoor spaces.
    - i. Pat/HOOSC spoke to horticulturalist and gardener with school board.
    - ii. Kids are constantly looking for places to dig.
    - iii. Kids are gravitating to any green space available.
    - iv. Pat is in contact with two professionals.
    - v. Catherine (choir leader) is putting together renderings of potential ideas for digging areas (need to be rodent proof which adds complexity). Lids are likely a requirement. Similar spaces are already at kindie/yellow building. Staff would need to help with lids.
    - vi. Currently drafting proposals for Green Team and Principal Adams.
    - vii. Still early stages; looking at options.
    - viii. Earthquake renovations also need to be looked at; making structures portable.
    - ix. There is a memorial plaque (for boy in '92) that needs a nicer home.
11. Choir Update
- a. Term 2 is short term. There will be parent performance.
  - b. Senior choir to see concert and Vancouver Chamber Choir rehearsal.
12. Grade 7 Grad Update
- a. \$650 in bake sales so far.
  - b. 3 more bake sales upcoming with improvements (more staffing).
  - c. Parents plan is to have dual F/E classes doing something together.

13. Rainy Day Club

- a. Noted above.

14. French Immersion Trip

- a. NA.

15. New Business

- i. None.

16. Next meeting date:

- a. Wednesday April 9th at 6:30pm.

17. Motion to adjourn the meeting by Jerry was seconded by Mitch at 8:10pm. Motion passed.

18. Future meeting dates:

- a. Wed April 9
- b. Tues May 13
- c. Wed June 11