

Highlands Parent Advisory Committee

Meeting Minutes

February 3, 2015

Executive Present: Erin MacNair, Dana Cave, Brandy Hughes, Kirstie Pirie, Marnie Premont, Tracey Lebedovich, Marnie Giblin, Jason Krupa, Anna Archer, Eric Stodt

Regrets: Jennifer van Eijnsbergen

Next HPAC Meeting: Next HPAC Meeting March 3rd, 7:00pm, Highlands Elementary

1. Welcome and Executive Introductions

Dana Cave – Introductions of Executive HPAC members and thanks to the teachers and kids club for being here tonight

2. December 2, 2014 HPAC meeting minutes were approved

3. ePACT – Olga Woodland, Kirsten Koppang Telford

- Kirsten KT – ePACT Co-Founder presenting the ePACT service
- ePACT replaces all of the paper emergency forms that get filled out at the beginning of the year
- Once you fill out your ePACT info, it can be shared with other organizations (Soccer etc)
- Kirsten is also a North Vancouver parent
- Told the story of her friend who was in Japan during the earthquake and she was separated from her kids. Her kids waited in a school bus in the snow for 12 hrs before the grandparents found out that they should see if the kids needed to be picked up from school
- This system was built to make emergency information collection and managing emergency contact and alternate guardians much more efficient.
- ePACT makes sure those who are listed as alternate guardians are notified and have agreed to their role and can prepare for the extra kids they may be taking care of in an emergency
- anytime you change your information, the school is notified
- anytime your contacts change their information, you are automatically notified
- No more paper emergency forms
- Better prepared
- School can still print out the records
- School has access to the info online and on their mobile devices
- Only accessed by authorized individuals
- Security is a number one priority
- Information is stored and backed up in Canada
- Bank-level security standards

HPAC Meeting Minutes
February 3, 2015

- More direct sending of information versus having sheets of paper
- Saves school admin lots of time and information can get in much earlier
- Parents get auto-reminded if they still need to fill out their information
- Communication tools – any ePACT account holder can use ePACT for emergency messaging to their contacts

Question – Does the information gets saved each year?

- Yes, ePACT saves the information for each year – schools will send a reminder for parents to check that their information is still accurate

Question – What happens with family's who don't want to use ePACT?

- They can still fill out a paper form. Usually there are about 95-98% of parents who use it.

Question – What if there is a major earthquake and communications go down?

- Schools can still access the paper forms and via the mobile app (if they have downloaded the information)
- You control your information – You can update and link and unlink to organizations at any time

Question - How does pricing work?

- North Vancouver schools can get a temporary price break of \$2 per student – locked in for the next 3 years. Otherwise its \$3 per student per year.

Question - Can you have separate alternates per organization?

- Yes. They get added as part of your support network

4. Administration Greeting and Updates (Todd Henderson and Blair Martin)

Todd Henderson –

- Thursday is national sweater day – school will be reducing the temperature
- Capilano drinking water improvement project is coming up. Community information will be coming soon. Project is scheduled to start in August and goes into 2016. Highlands traffic will be impacted and there might be some additional needs for traffic control
- Brandy has some maps of the traffic re-routing
- Beginning Jan 1' 2015 – schools will have a 6 month period to get in compliance with the waste reduction program. There will be fines for contamination of the waste/recycling streams.
- My ED BC – new school information system coming in after spring break. By Dec 2015 all North Vancouver schools will all be on the new system. Staff training will be provided.
- There may be a new online payment in the future to pay for school field trips etc
- Draft School District calendar has just been posted on the School District's website for community input. Plan is to have the next two schools year done.
- School District is planning their budget for next year, first planning and facilities meeting is tonight.

HPAC Meeting Minutes
February 3, 2015

Question: Would ePACT link in with the My ED BC system?

- Todd – School District wanted ePACT to be linked into My ED BC but it isn't at this time
- It isn't yet known what forms my still be required to be filled out for My ED BC versus ePACT. We will know that in the spring.

Blair Martin –

- Volleyball is going great
- Handsworth – might have the first boys volleyball league starting in the spring

5. DPAC Update

Jason Krupa update –

- DPAC had safety meeting
 - ICBC has a lot of safety information for parents available through their website
 - They have full curriculum (with smart boards) that teachers can also use in their classrooms
 - Dean Walker – Northshore Safety Council – they would of helped with the 4 way stop at Highlands and Colwood had they known.
 - They are a volunteer lobby group to get safety items – they slow down your car.
 - They also support more Risky Play
- There was a Safe Routes Advocates presentation as well. SRA was started through Montroyal Elementary– they have the WOW program where the kids have QR codes to help track where kids are walking to/from school and where they aren't. They can then take this hard data to the district to help make changes
- Heart and Stroke gave SRA a grant to get the WOW program going
- WOW program – costs about \$300 to get it going

6. Event Re-Cap

Presented by Dana Cave and Brandy –

- Gingerbread house – kids loved it. They built houses that raised just over \$900. There were about 30 leftover gingerbread houses that were donated to Westview School. The Grade 7 students there decorated them and auctioned them off to raise money for their school.
- Poinsettia sales - \$500
- Spirit Wear – made \$500 profit for spirit wear, \$300 of which went back into the new school uniform shirts
- Parent Social – 109 tickets (103 people showed up) – made \$300 profit. Great feedback

HPAC Meeting Minutes
February 3, 2015

6. Natural Playground

- Successful brainstorming meeting with the committee in early January
- We've taken the notes and are coming up with a number of rough ideas to present to and discuss with the playground committee.
- Landscape design is being lead by Jackie Hoffer who has been donating a lot of time and talent to the project so far.
- First design review committee meeting Thurs Feb 5th at 5:30pm.
- Second design review will happen in another 2 weeks or so
- Then the ideas will be shared with the school at large before going to the school district
- Risky Play talk at Lynn Valley – highly recommended that parents attend if it comes again.

8. Awning Update

- Erin update – met with the school trustees and Facilities and went through all the options. The school district does not seem very supportive and don't want to pay for any of it and said that there might be high costs for maintenance and permits/engineering fees to have anything on school grounds.

9. SRA/WOW Update & Vote & Misc

- Erin will stay on as member of SRA but will step down from Safety Coordinator position on HPAC Executive. Contact Erin if you are interested in the position.
- The SRA may present again to the District on Feb 16th – a follow up to last year's meeting. Lots of items have been acted upon.
- "No Idling" signs have been attached to the poles (may need to move)
- North Shore Safety Council – they said they could have helped the PAC with the stop sign that took years and years. Someone from the school should meet with them every October to discuss their needs.
- Erin was just hit by a car – even after giving the driver eye contact. Erin suggests that you wait for a clear hand signal from the car. Another suggested to take a photograph of the license plate and the driver and report the incident.
- Parent – construction trucks shouldn't be coming through the Highlands school zone – its too dangerous. Call the truck company's phone number and let them know.
- Brandy – WOW vote – we won't implement until next year, but we will be voting on it as a budget item at the next PAC meeting.
- Parent - Maybe ePACT vote should happen after the My ED BC comes into place so we can really judge how it may impact the benefits of ePACT.

10. Succession Planning for 2015/2016 HPAC Executive

Opening coming up for 2015/2016 school year. Talk to folks in current positions for more information or check the website (Under For Highlands Families) for general job descriptions.

- Co-Chairs or President and Vice President
- Treasurer
- Fundraising

HPAC Meeting Minutes
February 3, 2015

- Communications
- Safety Coordinator
- SPC Representative

11. Upcoming Events

- Family Bingo Night – 6:30 to 7:30 February 13 – still looking for a few people to help with setting up the gym for 15 mins. Grade 7 will be doing a fundraising raffle (\$2 a ticket)
- Family Movie Night – March 27th – Friday – bring your kids in their PJs
- Spring Fair – May 30th – will need a lot of volunteers – biggest fundraiser of the year
- Talent Show – Amanda – Tues May 5th – day after the Pro D Day. Booked the Blueshore Financial Centre Theatre – 300+ seats. Over a 100 kids came the info meeting. Kids need to bring their sign up sheets in by end of February.
- Forms are located outside of the of the office for kids that are interested
- Possible fundraising opportunity in the lobby the night of the event, if someone wanted to be in charge of it.
- We may need to move the May 5th PAC meeting to another date

12. Open Discussion

- Parent - Can we get a set of garbage cans in southeast area of the playground?
- Parent - Mabels labels – there will be a new link up on the site for a new ordering system from now until June.

13. Next PAC Meeting March 3, 2015