

April 22, 2025

PAC Meeting Minutes

In Attendance:

Principal Amelia Poitras

Allison S., Chair

Charis B., Vice-Chair

Davina C., Treasurer

Carol F., Secretary

Erika L., (regrets) Charis B. and Allison S., Lunch Committee

Astrid B. for *Dustin B., DPAC Rep (regrets)*

Ms Buchanan, Librarian

Parents: Beverly L., Sanj, Frohar, Cherry, Mae, and Antony

Land acknowledgement by Principal Poitras recognizing we are on the traditional lands of the Squamish, Musqueam, and Tsleil-Waututh Nations.

1. Principal Report

Principal Poitras advised enrolment is 292 students – it has been up and down this year but hovering around this mark. Lakeview welcomed a few new students since January in all different grades. Most classes are full. They look steady for next year and remain the same at 12 Divisions. Several new families have joined the school. One thing Ms Poitras would like to look at is more of a welcoming process for families. Sometimes it is hard for new families to know what our Lakeview-specific things and Burnaby-specific things are. How do we welcome and encourage and connect people quickly?

Ms Poitras was impressed with the musical, and grateful for the support. The funds the PAC provides really go a long way to support that. Staff also very much appreciate funds that PAC provides for classroom consumables and field trips.

We are looking at celebrations for finishing this school year and planning for next year. In the Weekly News there will be an announcement of the opportunity for parents to offer information for class placements next year. It's a collaborative process. Decisions aren't made singularly – for instance, classroom teachers, learning support teachers, ELL, Ms Poitras and others join in the decision-making process. They focus on social emotional need, academic need and other needs, and create classes that are balanced so have a range of abilities and social connections in each group. The other thing is students with identified disabilities. Lakeview has a number of these students – we have to balance that with our education assistant support. Teachers get to know the kids very well, but this is an opportunity for parents to provide input. Lakeview staff start looking at class placements in June ,and don't

finalize until September with District approval. Ms Poitras will send that placement information to parents in a form.

Other big thing is May 8th Student-Led Conferences. There is early dismissal and you and your student(s) are invited in. Some classes are structured, and others are open-ended for these conferences. Opportunity to converse with your child about their goals; what they are doing well ;and what they would like to focus on for improvement. It runs from 2 pm to 6 pm. That information will come in the Weekly News as well.

In May, Lakeview staff also want an emergency release drill. That is where in the event of an emergency, families are to pick up students, and we run through that process in the drill. It could be someone else on your emergency contact. We've had several instances of earthquakes, and so it is planned for May 16th. This emergency release drill will start in the afternoon after lunch, and it takes a couple hours to release the school. That will be communicated through the Weekly Newsletter.

Final May event is welcome to our school for new Kindergarteners on May 26th in the afternoon. Lakeview has Burnaby Parks and Rec, a few new things from the District, and will have PAC there.

Parent query regarding whether staffing changes will occur in September, but Ms Poitras does not have any information yet.

2. Pat Buchanan YRCA & Primary Book Challenge Funding Request

Ms Buchanan thanks PAC for supporting the different reading programs. It's been a couple of years – in 2021 they piloted the primary book challenge. It's such a popular program. And the YRCA voting happened – over 50 students participated. Ms Buchanan has a typed funding request. She thought it was recurring, but it wasn't. The total to run the two programs is \$330 per year, and she can send the details. Approved. Ms Buchanan further updated PAC with the success of the reading programs.

Allison S. advised that she is not sure why it's not a regular line item, and will make inquiries. PAC supports extra books, and funding for YRCA extra copies and prizes.

3. Financial Update

Davina C. is filing all the reports with the gaming grant, and applied for next year's grant as well. Allison S. advises that budget is really healthy. Staff would like \$300 for the planter boxes for the buddy gardens for the season. Approved.

4. PAC Position Vacancy

Allison trying to get the word out, and going to post in the Weekly News. PAC needs to fill Secretary, Treasurer and Chair positions. There may be someone interested in Hot Lunch. If anyone knows anyone interested, PAC is looking to get new people especially from primary.

Davina C. advises that Treasurer is minimal commitment, as are many other positions.

5. Fundraising

Allison advised budget is looking very healthy. Based on the balances and Treasurer Report, she does not think the comedy night will be necessary, and suggests that we do not run it if we do not need to. Next year in 2026 to 2027, for technology funding, there will be a need to finance projectors. Comedy night is a good idea for that year. Allison still wants to do movie night – tentatively, Friday May 23rd. Allison has cotton candy pre-purchased.

6. Miscellaneous / Questions

Allison advises we have a new sushi vendor on Thursday, and they are looking great so far. They have come to the Hot Lunch committee – catching so many allergies; very conscientious.

PAC has pencilled in a date for volunteer luncheon on June 18th. Allison is thinking taco bar.

PAC will provide a treat at recess for Sports Day. There will be a small limited concession that day.

Ms Poitras advised the padlock with the key is somewhere so all frozen yogurt in the freezer but lock and key are missing.

Ms Poitras advises that voting happens in the gym on Monday, and the election staff may utilize the kitchen.

End at approximately 7:35 pm.