

# Langley Christian School PAC Meeting MINUTES

Wednesday, February 8, 2023

*LCS PAC follows Robert's Rules for Order. Want to add something to the agenda? Make a motion to amend the agenda before it gets adopted. Want to see a change to something? Make a motion.*

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Langley Christian Schools are honored to operate on the unceded traditional territories of the Matsqui, Kwantlan, Katzie & Semiahmoo First Nations

Welcome, Introductions & Prayer - began at 7:05pm

1.0 Minutes - approve minutes from January 11, 2023

Laura motioned the minutes be approved, Karla seconded

2.0 Agenda - additions/deletions to agenda

5.3 Prayer Team

5.4 Executive Communication - Slack

5.5 Social Media - School vs Pac

motion to accept as amended above, Rhonda motioned, Laura seconded

3.0 Reports

3.1 President's Report - April Ferguson - nothing to report

3.2 Treasurer's Report - Sharon Dickens - see attached report

3.3 Hot Lunch Report - Karla Toews

Hot Lunch made \$1700 last month! Upcoming lunch in Feb (Chopped Leaf) and March (Cobs) - high school students are no longer permitted to get their items after hot lunch day. Some students were not coming until days later, which meant the items were stored in the staff fridge and caused inconvenience to the admin staff having to confirm, find and retrieve the items. If your student is away during hot lunch, their sibling may come and get their items or friends may also come (with proof of permission).

Suggestion was made that perhaps extra left over meals could be given to kids/families with food insecurities.

**Action: April to email with food suggestions.**

4.0 Old Business

4.1 Lost and Found - need a parent volunteer to coordinate Elementary School

Looking for a volunteer to tidy up the lost and found at the Elementary school, approx 1-2x per week and then donate the remaining items, once per month to charity of choice. Likely about 1 hour a month time commitment and can coordinate with the High School volunteer.

**Action: Helen Jackson to volunteer.**

#### 4.2 PAC Scholarship - nothing new to report (Petra away)

#### 4.3 PAC Grad Donation

Tessa confirmed the Grad Liaison Committee spent approx \$900 for grad breakfast which leaves a good amount left over, to supplement the Grad Cruise festivities.

#### 4.4 Staff Appreciation Event - May 9

In lieu of May 9, the executive proposed using the Pro D day for staff appreciation event. Andrea has a contact with a fair trade coffee caravan so staff can order a hot beverage of their liking along with a baked good for all staff. PAC members will attend the event, to hand out treats, greet staff and express thanks for all that they do. Plan is to do one campus first thing in the morning and then move to the other to coincide with a break in the training session.

**Action: Andrea to confirm the truck is available and will advise at the upcoming meeting.**

**Action: Andrea to meet with Kevin to discuss plans.**

#### 4.5 Year End Event - June 15 2023

As there has been no one willing to take on the planning, 5 or 6 PAC members have agreed to work together to coordinate the event. Will ideally have a carnival theme and food trucks, similar to last year. The PAC will need help with set up and volunteering throughout the day.

**Action: Anyone interested in volunteering, please email the PAC.**

### 5.0 New Business

#### 5.1 TOL Recreation Passes - April Ferguson

The PAC received 150 rec passes from the TOL and asked for ideas on how to distribute. It was decided that they will be used as a prize draw incentive for attending PAC meetings, as well as volunteer appreciation.

#### 5.2 Elementary Fun February - Feb 24

Each class gets to watch a movie and the PAC has been asked to support by purchasing snacks. There is a PAC budget of \$300 (similar to the hot chocolate event the PAC put on at the middle/high school).

**Action: Helen said she can help with the packaging of snacks for event.**

#### 5.3 Prayer Team - Rhonda Davison

The prayer team was established many years ago but has lost momentum since Covid. Anita also used to coordinate prayer week at the school and provided encouraging prayer cards for the teachers. Anyone who is interested in being a part of this important way to support the school community, can send an email to Anita Bugg ([anita@theprayerchain.org](mailto:anita@theprayerchain.org)). As prayer requests come in, she sends out emails, along the "chain". There are currently about 8 parents that meet regularly to pray and several others who are only on the email chain.

In addition to praying for needs as they arise, a list of staff members is broken down into groups, so that the team can pray for each one throughout the year. If someone would be interested in arranging a monthly meeting during school time, please contact Anita as she now works f/t and is unable to coordinate.

**Action: Andrea will post this information through PAC Facebook/Instagram, with Anita as contact.**

#### 5.4 Executive Communication (SLACK)

The PAC uses this platform to communicate amongst each other but the free version is good for 90 days only and then older messages are lost. Would like to pay for advanced version, approx \$117 CAD/year. Sharon confirmed this is available within the PAC budget. No vote is necessary for this amount so we'll go ahead with the advanced version.

#### 5.5 Social Media Presence - School vs PAC

Andrea Menary also doing social media posts on the same topics but changing the format to conform to LCS branding standards, resulting in duplication of information. When asked, parents at the meeting agreed they don't mind getting duplicate posts, especially because they look different, which can sometimes be a good reminder of what is coming up.

### 6.0 General discussion forum

#### 6.1 Head of School Parent Update - Adam Woelders

Report attached.

#### 6.2 Open discussion Q and A

- A parent asked about additional revenue streams to potential cover the possible tuition increase and increase in faculty salaries mentioned by Adam. Response: the international student program provides a significant profit and they are slowly trying to build that up but don't want to rely on only this as revenue, as it can be a fickle market. Currently working on rental agreements (such as Korean church), but most would be to recover wear and tear as well as reinvest into capital funding and would not go into the general budget. Overall, facility rentals don't bring a lot of income, not enough to cover increase faculty salaries. Still exploring other possible avenues.
- Adam noted that despite some fluctuations being seen in the community (some families choosing to delay enrollment at independent schools until after elementary), we are trending to stay steady with number of students.
- A parent enquired about AP courses and teacher education around this - 5 AP courses currently available and all have teachers returning next year. Continuing to have teachers upgrade training for AP courses. Feedback from 1 & 2 year university students is that they feel very well prepared for their post secondary courses.
- A question was asked about the government provided assistance grant and if it's being used. Adam confirmed it is used for people who are in tight scenario for groceries, need relief from grad and athletic fees (spent 40%). Met with several independent schools and their financial directors and what is the uptake on tuition assistance. Less than anticipated. Socioeconomic status of those attending independent schools is similar to those at public schools. Discussion ensued with

those at the meeting, around how to support families within our communities experiencing food insecurity, counselling for triage support or accessing other community resources.

7.0 Adjournment - 8:45pm

**\*\* Next Meeting is Wed, Mar 8th, 2023 at 7:00pm\*\***

**23-Jan PAC**  
**Budget**

***Fundraising Activities***

Jan Hot Lunch	Gross Income	\$6,279.55
Jan Hot Lunch	Expenses	<b>(\$4,498.39)</b>
Jan Hot Lunch	Net Income	<u>1,781.16</u>

***School Activities***

Candy Cane - Dec	<u>(23.47)</u>
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***Other***

Bank Charge Expense	(8.00)
Pac Meeting Snacks	<u>(17.88)</u>
Total	<u><b>(25.88)</b></u>

**January had Net Gain of \$ 1731.81**



## Head of Schools Report to PAC 8 February, 2023

VISION: A thriving Christian learning community, connected outward and inward, serving together as leaders who model best practices to empower students to have an impact in a changing world... for the Glory of God.

### 1. Policies and practices at LCS... we get lots of questions about how this works?

- (a) Given the complexity of K-12 education, including our legislative and ministerial obligations and the large number of external authorities (Fraser Health, Teachers Regulation Branch, FISA, Ministry of Education and Child Care, Worksafe BC etc.) that regulate our work, it is essential that we have very clear and transparent policies to guide our practices. All of our policies, including salary grids are published online with the exception of some internal staffing and finance policies.
- (b) Most of our policies' content are guided and required by the province through its various agencies and the authority of the inspection and monitoring process. The Head of Schools is legally obligated under the Independent Schools Act to ensure that all requirements of ministerial orders and legislation are followed by the school.
- (c) Policies regarding Board governance, society membership, risk management and financial accountability are determined by the independent school board (BD100-BD400) which is regulated through the Societies Act, which requires a constitution and bylaws to outline how the society is structured and governed.
- (d) Our admin team values integrity, which means operating in ways consistent with our written policies and/or making transparent any adjustments where required or conditions make it necessary. We encourage all parents as part of their partnership with us to understand the role of policies and practices and to understand their importance and where to find them.
- (e) We have a policy review policy in place (BD400.004) where parents can ask to have any policy reviewed if it fails to meet a standard of procedural fairness. Parents also can appeal decisions that they deem inconsistent with our policies (BD400.001).

### 2. High School student conduct guidelines and policies – what about those?

- (a) Policies and practices governed by (SECTION ED200) STUDENT POLICIES. Schools are required to have very specific policies and these are externally inspected to ensure student safety and wellbeing.
- (b) School-Based-Teams (SBT) are active weekly on all campuses to monitor for at-risk students and ensure students do not fall through the cracks and receive the interventions needed
- (c) Information about student conduct is collected by admin and staff but restricted to approved legislative uses (PIPA) appropriate for the work of schools: student safety and maintaining effective learning environments

### 3. Academic Awards at high school, ... and student learning more generally.

- (a) Three standards of achievement: Head of Schools List, Principals List, Honour Roll
- (b) Admin and staff still in process of determining best practices around public celebration of students. Expect some adjustments over the next 6-12 months.
- (c) Excellence in achievement and encouraging students to stretch themselves academically is a goal of LCS and identified in our 2021-2025 strategic plan (Goal #12)
- (d) The rationale of our Education Committee terms of reference explains our philosophy about students and learning. LCS rejects the common belief that some kids are "not academic" and want others to understand part of the challenge of working in Christian organizations is an anti-intellectual posture among some Christians who might reject what is known and understood through research on youth development. Our mission statement defines our purpose is to help kids grow in their strengths and gifts.
- (e) ED100.001 Curriculum Policy explains our foundational beliefs about the purpose of an LCS education – parents are expected to know and understand our curriculum policy as part of their partnership with the school.

### 4. Artificial Intelligence in Schools

- (a) We expect in the next 5-10 years that AI and robotics to become commonplace in schools and replace many of the tasks currently employing teachers' time
- (b) Parents should take time to understand its limitations and advantages as the technology improves rapidly
- (c) Starting to see students at LCS using AI to improve quality of assignments and be more efficient in use of time on task

### 5. Mascot concept underdevelopment

- (a) Since rebranding in 2020, we have been slowly working on developing a new mascot for LCS that will be used in promotional materials, signage, athletics and school events.
- (b) We are aiming for something appealing to both genders, green, fun, ironic, ... with a soft front and strong back – just like us!

### 6. Enrollment and Admissions

- (a) Tracking well for most grades at this point. Some still have room. Encourage anyone thinking about registration to get their applications in as soon as possible.
- (b) Processing new family applications begins at end of February. Priority for interviews given to current siblings, alumni families, students transferring from other Christian or Catholic independent schools, and students who meet all admissions criteria, including a strong reference and up-to-date reports from the previous school. All other applications are moved to the wait pool until we receive all documentation or determine through a thorough interview process that they are "mission appropriate" according to the purposes of LCS as identified in our constitution.
- (c) Initially reported that we are hoping to keep any tuition increases as close as possible to our historical 5% increase per year to cover cost-of-living increases for staff. Inflationary pressures and salary increases at most other Christian schools in metro-Vancouver are resulting in their admin planning for 8-10% tuition increases for 2023-24. LCS Finance Committee is currently studying sustainability impacts of our budget priorities and will update the community later in the spring.