**October 19, 2016 PAC Meeting Minutes**

**PAC Executive in Attendance:** Caroline Parker (Co-Chair), Shawn Cole (Co-Chair), Ann Walters (Treasurer), Samantha Adkins (Secretary), Sasha Buchanan (Member at Large), Maryam Erfani (Member at Large), Sheila McBurney (Member at Large)

**Others in Attendance:** Scott Slater (Principal), Laura Magrath (Vice-Principal), Sarah Haxby (CSC), Helen Wallwork (CSA Rep), Sarah Cormier, Dayna Purdy, Fraser Simmons, Alex Sinclair, Ily Allen

**Regrets:** Hilary Cassady (Member at Large), Yvette Gabrielle (DPAC Rep)

**Call to Order:** by Shawn Cole at 6:31 p.m.

**Approval of minutes:** Shawn will make a Google folder for each meeting that includes minutes and agenda. Also available on BICS This Week.

Motioned by Caroline Parker, Seconded by Sasha Buchanan

**Approval of Agenda:** Maryam Erfani motioned, Sasha Buchanan seconded

**Principal’s Report:** Scott Slater & Laura Magrath

1. Welcome to New Families: November 4, 2 – 2:40 p.m. Scott, Sarah, Caroline and Shawn will attend. Other PAC members encouraged to come.
2. Communicating Student Learning (focus on report cards): November 30, 6:30 – 7:30 p.m. There may be requests on parent future coming in the future.
3. Burning Issues (future) for example, Homework, Combined classrooms, other issues parents may hear that Scott does not
4. Technology Proposal to BICS PAC (Laura Magrath: See Report) List of devices presently in the school. Where we need to go: more timely student access to devices, increased skill and confidence, iPads: access to a variety of apps, Chromebooks: access Google Education Suite, enhance organization skills. School district and education is moving toward Google Education Suite. New curriculum includes technology requirements and Communicating Student Learning (Freshgrade eportfolios)

How do we make this happen? (Need a motion to access PAC funds) Purchase 5 IPad Mini 2s, 15 Chromebook, 3 Learning support Chromebook. Approximate total cost is $6387.16. This does not include Music Room request for Technology.

**Community School Coordinator Report:** Sarah Haxby

Update: Cultural Enrichment Committee met and decided to go with a music focus and to collaborate with CSA. Focus on having local musicians in to play. Milton Randall replacement needed. Cindy Fairbank looking for replacement. Committee developing a 2 – 3 year plan.

Newsletter coming out this Friday highlighting activities and upcoming Science Fair. Make sure to read Sarah’s newsletter!

**CSA Playground Update:** Helen Wallwork

Read from letter from Katherine. PAC has been very supportive as seen in the budget. Community art show in May will be a celebration of student art on Bowen. Request that PAC will consider continuing to support playground project. November to December CSA has recycling centre shifts.

**DPAC Update**: Caroline Parker

Yvette Gabrielle is DPAC rep, but unable to attend. Shawn Cole, Caroline Parker and Yvette Gabrielle attended. Overview of how school district is organized.

Dr. Stan Kutcher will be doing a community event on mental health in December. World-renowned psychiatrist specializing in teen depression.

May 2: Parent Education event at Kay Meek

Website: new since last year. Goal is to have PAC rep work with Scott to put PAC information on website. Samantha Adkins will be doing this.

**Fundraising Committee**: Sasha Buchanan

See PAC Fundraising Event Schedule

2 options for 50/50. $5000 and up to. Maximum $2/ ticket. May be eligible $20 000 and up to, if project benefits the whole community. Can sell tickets at any price. Admin fee is $25. May have draw on Christmas Day. Need to vote on approval of 50/50 draw and on which type to apply for.

Caroline Parker moves moves approval for all listed PAC fundraising events and that the list be added to the minutes. Shawn Cole seconds. Approved.

**BICS PAC Fundraising Event Schedule 2016-17 (in addition to ongoing fundraisers like Hot Lunch and Stong’s):**

October 2016: Kindergarten tea towel fundraiser

Nov. 25 – Dec. 25, 2016: 50/50 Draw

Dec. 4, 2016: Santa Photo Shoot at CSA Craft Fair

Dec. 10, 2016: Martinis with Santa

February-April, 2017: CSA/PAC Art Show

May 13, 2017: Clothing Sale

Mid-May to Mid-June, 2017: BICS@BIRD (refundables shift)

Aug. 26, 2017: Bowfest (working the door)

Sept. 19-20, 2017: Family Photo Shoot

Fundraising committee meeting after PAC meeting to discuss details.

**Parent Education Committee**: Caroline Parker

Anne Wilson’s talk was highlighted in the Undercurrent. Well attended. If you would like more information on Executive Functioning, contact Caroline Parker.

At Irwin Park on Oct. 27, Jesse Miller will be speaking at a Parent Technology Education Night. Contact Sheila McBurney or Caroline Parker if you would like to carpool to this event.

**Treasurer’s Report:** Ann Walters

PAC Executive and Mr. Slater met to prepare budget with Ann Walters. See Report.

Need budget to be approved.

Draft Budget includes Fundraising General is $2500. Can be adjusted later. A few highlights: $400 from Cultural Enrichment moved to Music Fund. $400 added for Principal fund. $5000 in Learning Commons Budget. Want to take $2000 from the general reserve to buy tables and chairs. PE Enrichment this year will go toward PE equipment replacement.

Ily Allen moves to approve the budget. Sheila McBurney seconds. Approved.

Treasurer’s Report for Oct. 19, 2016. Expenses and Costs.

Draft Budget Summary

Reserve Funds Update

Motion to allocate $5000 for the purchase of tables and chairs as determined by the Learning Commons Committee for items authorized by West Vancouver Schools by Shawn Cole. Sasha Buchanan seconds. Approved.

Motion to allocate up to $7200 for the purchase of various computer pieces as determined by the Technology Committee for items authorized by West Vancouver Schools by Shawn Cole. Seconded by Maryam Erfani. Approved.

**Open Floor/ New Business:** Shawn will try to get video stream out to parents for parent education nights.

Shawn moves to adjourn the meeting at 7:30 p.m.