

Eagle Harbour Montessori
PAC Meeting Minutes February 14, 2023.

Attendees: Principal Nathan Blackburn, Vice-Principal Debbie Tobin,
PAC Chair Andrea Hladik (online), Hot Lunch Coordinator Tricia Foley,
After School Programs Coordinators Sharon Lee-Flynn (not able to attend) and Carrie Siu
(online),
PAC Secretary Aoife Cashman
Parents Rosemarie Gromer, Christie Okawara, Alice Stringham, Patrick Law, attended both in
person and online, and regrets from PAC Treasurer Dennise Croes, Fundraising Coordinator
Randeep St. Jacques who could not attend.

8:49 AM: Meeting Called to Order – Andrea Hladik

- Land Acknowledgment
 - *I acknowledge and am thankful to live, learn, and work on the territory of the Coast Salish people, specifically the Skwxwú7mesh (Squamish) Nation, whose territory West Vancouver Schools resides.*
- Approval of Previous Meeting's Minutes – **Moved by Christie Seconded by Aoife** •
- Approval of Agenda – **Moved by Andrea, Seconded by Aoife**
- Additions to the agenda (none)

8:49 AM: Administrative Report

Nathan Blackburn

- DPAC Liaison meeting on Feb 21st – upcoming school issues are going to be discussed. •
- Review codes of conduct – ours in on our website and was written 6 or 7 years ago. We need to update based on guidelines from the Ministry as to what needs to be included, for example inclusion, protections according to human rights code, etc. This will be presented in coming months.
- Chris Kennedy, Super Intendant and Trustee Lynne Block came to visit the school yesterday. Spent time observing classes and asked questions. Feedback was very positive.

Debbie Tobin

- Thank you to everyone for dance party today.
- 98% of parents attended the student led conferences and was the first since 2020. That attendance rate is extremely high, and students were so proud to show their hard work. •
- Carnival date needs to be determined as we need to prepare vendors and arrange a BBQ.
 - Each school is required to have a FFESL [Framework For Enhancing Student Learning], we established our goal at the beginning of the year, and our teachers are preparing to launch the identity stories, first principals, Montessori, make the learning visible through

workshops etc. How do we tell the stories we carry and how to identify with others and their stories. The FFESL will be in the e-bulletin, and on the website and is a working living document.

- Construction update – some deficiencies are still outstanding, small things and are due to be fully resolved soon.
- Upper El's were invited to Rockridge for science fair on 24th January 2023. The students hiked up the hill and had an amazing time. Will possibly be an annual event. • Stream of Dreams on May 24th, 2023, supported by PAC funds of \$1,500. Each student creates a fish, and it is added to our school fence. It is a legacy piece and student created art, in the style of indigenous artist.
- Dreamrider Theatre – Zero Heroes are coming on February 16th and doing a piece about recycling. This event will be sponsored by the District of WV.
- If the PAC can have funds set aside for the Library approx. \$500, Andrea our Librarian will use the funds to replace some well loved books and some books that is out of date. • We need to get 10 more iPads. Debbie to cost that out and come back to PAC Treasurer. The District have a special discount with Apple. The District will code them and image them to make suitable for our school to use, they have the apps loaded at no cost to the school. Previously 10 iPads cost our school \$5,500.

Motion to run a deficit of approx. \$2,500 in our fiscal if we purchase the iPad's Andrea motioned, Aoife seconded. Enrollment has increased by 71 students to 76 and next year projecting 80 so we will need these valuable resources.

- School would like to do a BBQ on Bowen Island day trip, and for the Carnival this year it would be nice to have a salmon BBQ.

9:14 AM: PAC Exec Reports

9:14 AM: Andrea Hladik (Chair's Report)

- Thank you to Debbie and all the EHMS staff for the awesome student led conferences. We know the teachers did so much to make it all look so seamless!
- Saleema Noon went really well and parents were really engaged. Some staff and parents have mentioned the value of doing Sex Ed every year instead of every other year. This is something we should place in the budget automatically each year.
- Thank you cards signed by all the students and staff are available! Ask Andrea Hladik if you would like to give one to anyone who has gone above and beyond for the school! This includes staff, parents, businesses, community members, speakers and presenters. We want to acknowledge the generosity and involvement that makes our school so fantastic.
- Traffic and Safety Update. Andrea shared updates from February North Shore Traffic and

- Safety Committee meeting. Lots of ideas and resources available to us. Andrea to send list to Veronique to potentially leverage for Walk / Roll to School Challenge in May.
- Hand Off Guide Work in Progress. Waiting on Randeep and Sharon's sections. Aim to present in April.
 - DPAC: Feb Meeting Update
 - School District Liaison Meeting February 21st 10:00 – 11:30 AM (Elementary West Session – Bowen Island, Lions Bay, Gleneagles, Eagle Harbour, Caulfeild, Cypress, West Bay).
 - Erin Gardiner (Nico's Mom) and Andrea Hladik (Pav's mom) are representing the parents from our school.
 - For those of you who are new the school, trustee liaison meeting is an opportunity for school trustees, district staff, 1 principal and 2 parents per school to meet and hear presentations and have discussions on a variety of topics related to school success, budget priorities and strategic planning advice. These liaison meetings will allow Trustees and District Leadership to hear directly from schools in small group settings.
 - Physical Literacy Parent Ed Night (with childcare). For those of you who missed it there will be a district-wide presentation offered on March 1. If you need childcare to attend please to confirm your child's spot and RSVP to Tara Ledingham: tledingham@wvschools.ca. Info posted in e-bulletin as well.
 - Blanket Exercise coming in April. The Blanket Exercise is a powerful Indigenous led story telling of residential schools and colonialism through the eyes of the First Nations. The DPAC has assigned schools with an equitable allotment of seats. We're allowed 2 parents and 1 admin for EHMS. Due to register before March 10th. Tentative Date April 4th at Rockridge Secondary School 6-8 PM.
 - 7. Parent Ideas List
 - BC Fruit and Vegetable Grant (Dennise). Approved by Debbie. Dennise to move forward with application. No milk please.
 - School Supplies Efficiency (Dennise). Debbie spoke to using Student Affordability fund for general supplies and cutting back on the list purchased by parents. This will allow for better sharing of resources, less waste and reduced cost for all parents.

Fundraising Report (Randeep - provided in advance as was unable to attend in person)

Silent auction and craft beer event \$4k is the goal. Melissa is volunteering.
 Photograph, pancake breakfast prepared by school staff
 Succession Plan for Fundrasing Coordinator – Debbie to ask a parent
 Blaze pizza in Feb
 Purdys in Easter

Family photos at Carnival in May
Treat days
Online cheque writing campaign

Treasurer's Report (Dennise Croes – provided in advance as was unable to attend in person)

- Bank and cash overview ([ATTACHMENT #1](#))
- Budget vs actual results to date ([ATTACHMENT #2](#))

Hot Lunch Report (Tricia Foley)

- The Hot Lunch bank account is showing such a large surplus as more invoices are to be paid soon.
- Sushi supplier invoice has been requested. Panago will invoice in bulk. • We need to ensure invoices are raised to SD45 and paid via purchases card so we can avail of GST exemption. The purchase card is now in Andrea's name (Pam's replacement) at the front desk.
- Fall hot lunch fundraising reached approx. \$2,100 and so we have hit our goal already and will exceed by the end of the fiscal.
- Tricia to look into a booster juice day. Perhaps swap out the treat day frozen yogurt to juice day. We could potentially use UberEATS to get it to the school. Treat days will happen until June.

Gardening Committee Report (Rosemarie and Christie)

- Grant and Sponsors will be availed of
- Trying to keep the budget as low as possible.
- Went to Maple Leaf gardens and received a rough estimate \$1,277 to replace some of the gardening equipment. Nat's nursery in Langley needs to be connected with also.
- If we get a letter from the school, Maple Leaf will release product to us. ○ Cleaned the garden, flipped the soil, but we need seeds (seeds are preferable as we can teach the students about the lifecycle and how the ecosystem works) ○ Christie is going to talk to the students tomorrow and see what they would like to see grow.
- Build a seed library for the community to enjoy

10:09 AM: Meeting Adjourned – Andrea Hladik

Attachment 1

Bank Reconciliation for Meeting Minutes								
Month	Account	Closing Balance per online banking on the last day of the month	Outstanding cheques (-)	Amount \$	Outstanding deposits (+)	Amount \$	Net Cash Balance	Total Cash available for use
September	Chequing	14,138.05					14,138.05	
September	Gaming	2,595.95					2,595.95	
September	Hot Lunch	1,997.50					1,997.50	
September	Savings	-					-	
September	Funds held in trust	3,338.73					3,338.73	22,070.23
October	Chequing	8,423.16					8,423.16	
October	Gaming	2,518.45					2,518.45	
October	Hot Lunch	9,024.08					9,024.08	
October	Savings	2,002.30					2,002.30	
October	Funds held in trust	3,338.73					3,338.73	25,306.72
November	Chequing	8,805.93					8,805.93	
November	Gaming	2,017.20					2,017.20	
November	Hot Lunch	10,034.68					10,034.68	
November	Savings	2,006.27					2,006.27	
November	Funds held in trust	3,338.73					3,338.73	26,202.81
December	Chequing	9,182.12					9,182.12	
December	Gaming	2,014.70					2,014.70	
December	Hot Lunch	10,801.87					10,801.87	
December	Savings	2,010.62					2,010.62	
December	Funds held in trust	3,338.73					3,338.73	27,348.04
January	Chequing	10,305.92	CK 84: TCBY \$123.25; CK 85: Thank you cards \$26.87	150.12			10,155.80	
January	Gaming	2,012.20					2,012.20	
January	Hot Lunch	14,826.98			DS Munch 5383.68	383.68	15,210.66	
January	Savings	2,014.97					2,014.97	
January	Funds held in trust	3,338.73					3,338.73	32,732.36

Eagle Harbour Montessori School - PAC Budget vs Actual for 2022-2023 School Year

Revenue	Budget	Actual total	Sept	Oct	Nov	Dec	Jan
Gaming Funds	2,000.00	2,000.00	2,000.00				
Other Grants and Income	130.00	443.85		2.30	132.85	4.35	304.35
Annual Fundraiser (pub night, etc)	5,500.00	1,500.00			1,500.00		
Cheque Writing Campaign	1,000.00	- .00					
Hot Lunch Program	3,700.00	12,849.98	18.00	7,029.08	1,010.60	767.19	4,025.11
Art Cards	350.00	269.39			269.39		
Family Photos	720.00	- .00					
Kid's Holiday Market	1,000.00	510.40				550.36	- 39.96
Chipotle	100.00	129.90	129.90				
Blaze	100.00	230.00	100.00			130.00	
Purdy's	1,000.00	1,289.66					1,289.66
Treat Days	800.00	544.35			484.50	- 275.50	335.35
Total	16,400.00	19,767.53	2,247.90	7,031.38	3,397.34	1,176.40	5,914.51
Expenses							
In Residence Programs/Fine Arts Experiences	3,000.00	3,583.50	118.50	3,465.00			
Field Trips/Bus Transport	2,000.00	498.75			498.75		
Teacher Classroom Supplies	2,000.00	2,000.00			2,000.00		
Classroom Materials	1,000.00	- .00					
Classroom Books	1,000.00	- .00					
Technology & STEAM (inc Garden)	2,500.00	- .00					
Guest Speakers	1,000.00	761.25					761.25
Charitable and Philanthropic	500.00	- .00					
Environmental Fund	200.00	- .00					
Cultural Dinner	1,500.00	- .00					
Teacher & Staff Appreciation Week/Day	350.00	- .00					
Sports Day	100.00	- .00					
Holiday Concert	100.00	28.67				28.67	
Welcome Back Coffee	100.00	35.84	35.84				
Winter & Year End Gifts	500.00	- .00					
EH PAC Supplies	50.00	- .00					
Bank Fees	50.00	29.50	17.00	5.00	2.50	2.50	2.50
Other PAC Operating Expenses	100.00	96.14		96.14			
Emergency & Safety Supplies	350.00	228.75		228.75			
Total	16,400.00	7,262.40	171.34	3,794.89	2,501.25	31.17	763.75
Balance			2,076.56	3,236.49	896.09	1,145.23	5,150.76
Bank data - sum of movement in all accounts			2,076.56	3,236.49	896.09	1,145.23	5,150.76
Difference			- 0.00	0.00	0.00	- .00	- .00