



**PAC Meeting**  
**Wednesday Nov 27, 2019**  
**6:30 pm in the Learning Commons**

**Present:**

Shevaun Brown (Secretary, PAC)  
Aron Campbell, Principal  
Lisa Fairburn (Chair, PAC)  
Sarah Gardener  
Wendy Human (DPAC rep, PAC)  
Heather Nelson

Heather Ramsbottom  
Kelly Richter (Vice-Chair, PAC)  
Allison Schatz (Hot Lunch Coordinator, PAC)  
Kirstie Simpson  
Jessica Wolff von Gudenberg

**Meeting called to order @ 6:33 pm.**

**Adoption of minutes from Oct 23rd meeting.**

Kelly R, Kirstie

**Adoption of the Agenda**

Shevaun, Sarah

**Principal's Report**

- AC thanked Lisa F & Kim T for the great job they did coaching the basketball season.
- Thank you to all who were able to attend the Remembrance Day assembly as well as to those parents who represented the school at the West Van Remembrance Day Service at the cenotaph.
- AC provided the rationale and background which led to Tuesday's use of the gravel field by a production company filming locally; despite 1 day of inconvenience and safety concerns, AC decided to accept the \$3000/day which came to the school and will help to enrich students' experience going forward. This \$3000 fee will help to ensure the school's attractiveness and sustainability going forward; \$250 of the \$3000 received will be donated to the NS Christmas Bureau providing Christmas hampers to needy families on the North Shore. The day passed relatively smoothly and uneventfully, however such use of the field will be a rare occasion and will likely not be happening again this school year.
- AC shared student-created video about election discussion and poll held by Ms McIntyre's Gr 5/6 class shared at board level by AC and students/parents from Div 3. Our school voted Green with a Liberal opposition; nationally, students voted Liberal with an NDP opposition.

- Huge thanks to Heather Nelson for the work she has done to deliver the Roots of Empathy program in Div 10; thanks also to Amanda Clark for sharing baby Winslow.
- Chris Kennedy paid a visit last Friday in his role as District Superintendent; he was keen to visit individual classrooms and praised the learning that is happening here.
- Physical Literacy session delivered last week by district specialists Erin & Amber; focus on building basic movement skills in primary as well as a climate of lifelong activity.
- ADST capstone year; staff presentation to come.
- West Van bylaw officer on site recently to monitor dogs on school property ~ didn't ticket anyone but could have and may return (\$150 fine); AC voiced his feeling that parents should feel welcome to bring dogs to school as it benefits the school community more than it detracts (by bringing parents to the school and encouraging healthy habit of walking to school).

### Chair's Report

- Introduced Heather Ramsbottom, Div 8/10 mom who shared info about her upcoming Used Toy Drive which begins Dec 4 at GEC. Please spread the word to parents to donate gently used toys that can be resold to students to purchase, with their own money, as gifts for family, friends, etc (not themselves). Items will be priced at \$1 or \$2 (\$5 max for bigger items); items sold can then be reused/recycled by another recipient. Proceeds will be donated to The Harvest Project; any unsold items will be donated to 'The Good Stuff'. Stuffies cannot be accepted. Kirstie suggested that this might be an opportunity for parents to donate old Spirit Wear pieces that could be resold for \$1 or \$2 to students who don't have any.... Or suggest to Gr 7 students to repeat the format (Spirit Wear resale) as a Grad fundraiser in the Spring??
- Scholastic Book Fair – Jessica summarised success of recent book fair: \$6259 in sales; about 60% of total revenue is returned to the library in books/book credit. A string of successful GEC-hosted book fairs has led Scholastic to provide more books and higher quality books. Parent coffee morning wasn't as well attended as hoped, but it was busy after school.
- Lisa is keen to set goals for our next project / spending focus. Kirstie suggested we need to put a sign out to remind parents about PAC meetings on the day of the meeting; Lisa will look into signage options. All agreed it would be good to encourage greater parent attendance/engagement at PAC meetings.
- Upcoming events:
  - Saleema Noon – presentation to parents Monday January 27<sup>th</sup>, 6-8pm; student presentations Jan 28/29<sup>th</sup>.
  - Teacher Appreciation Lunch on Dec 17 to be organized by parents in Divs 2, 5 and 8.

### Treasurer's Report (delivered by Lisa in Kelly's absence):

- Updated budget attached.
- Bank balances:
  - our Trust account decreased by \$1,000 compared to last month's report because the District informed us that \$1,000 meant for another PAC was accidentally deposited to our account last Spring and it has now been removed.
  - The adjustments to the Gaming account consist of \$11k of outstanding hot lunch bills, \$6k of outstanding cheques, \$6k due to Scholastic for the book fair, \$2k due for Spirit Wear and \$1k of credits owed to parents for hot lunch refunds.
  - The Gaming account decreased \$1,100 from last month because we used that money to pay for the Circles program.
- Changes to Revenues and Expenses from last month:

- We received \$220 from Artie & Chris Sfikas for donations they collected for the PAC at a golf tournament they hosted.
- We received \$125.25 from the District for part of the District's tax rebate.
- Jessica has spoken about Book Fair sales which were \$6,259.
- Kirstie will speak to Spirit Wear sales which were around \$2,100.
- Allison can speak to hot lunch sales which has expected profit of \$5,300 for Term 1.
- We spent \$1,100 on art supplies and \$250 on playground equipment and \$220 on books for the Learning Commons

#### **Hot Lunch Report:**

- Allison presented tables showing student participation by class per each hot lunch vendor.
- Revenue/Profit for Term 1 shared, with comparison to Term 1 of the previous school year; projections offered for Terms 2 & 3 based on Term 1 success. Allison also shared projections of what Term 1 could have looked like if started on time (39 days vs 30 days).
- Sushi will be provided by a sushi vendor in Term 2; pizza will be offered on Fridays by Dominoes (with gluten free option available).
- Treats will be offered to parents in Terms 2 & 3 ordering (as a pre-ordered option on all hot lunch days and available for cash, in the kitchen, on Fridays).
- Hot lunch items will be marked up by 25% across the offering.
- Discussion continued around finding the right balance between cost price and distribution volume.
- Ordering for Term 2 to go live by the weekend.

#### **Spirit Wear (Kirstie Simpson)**

- Ordering now closed. Cost per item was tied to order volume; to meet 100 piece minimum, PAC decided to purchase 10 extra items to hold for parents that wanted to purchase at a later date.
- Order will hopefully be delivered before Christmas holidays; TBC by Dec 9.
- More teachers requiring t-shirts than expected, but costs will be covered.
- Opportunity to have another round of ordering later in the year.

#### **DPAC Report:**

- West Vancouver Memorial Library (Youth Library Team) would like to visit the school and talk to PAC group at some point, if we are interested in hosting. They would speak to engaging reluctant readers, etc.
- Sleep week Nov 3-9<sup>th</sup>
- Traffic & Safety: \$300 grant available to promote Walking School Bus initiative, walking to school etc.
- 15 rapid flasher crosswalks have been installed around the District.
- Please direct school traffic/safety concerns to Aron before the DWV Engineering Dept.
- Bargaining at the provincial level ongoing; January DPAC mtg to host both sides for an update.
- Menstrual products are now available in all schools (upper elementary as well as secondary).
- Complete set of meeting minutes attached.

**Adjourned; 8:17 pm**

Gleneagles Ch'axay Elementary School  
PAC Meeting  
**November 27, 2019**

**Next meeting:** Wednesday, January 29<sup>th</sup> @ 8:45am