



PAC Meeting Minutes May 9, 2017

Present:

Heather Thomas
Kathi Dilworth
Helen Pankratz
Cora MacDonald
Jennifer Merrick

Jane Orser
Denise Nosella
Anna Day
Kim Gould

Tanja Imhoff
Christina Argyros
Danielle Katerberg
Judy Duncan

Welcome and Call to Order at 9:05

Adoption of Agenda and April Minutes

- Adoption of agenda: Kathi Dilworth and Tanja Imhoff
- Adoption of April minutes: Jane Orser and Denise Nosella

Student Presentations (Outreach Grant Proposals)

Ms. Anderson's Grade 4 students Jack T, Thea L, and Brooke H presented to the PAC about their class's work to support Solar Aid:

- Raised \$1100 by Raffle
- They will be featured on on the website of Solar Aid

Mrs. McGrath's Grade 1 students presentation on Goat for African Community:

- Discussed the book "Beatrice's Goat"
- Had a book fair to raise money to purchase a goat for an African community

Chair's Report - Danielle Katerberg

- Thank you Grade 4s and Grade 1s for coming to share with us the action you've taken. The PAC provided both groups with \$100 in Outreach Grants to support their efforts.
- Thank you to staff and students for the wonderful parent appreciation assembly. We enjoyed all your performances and presentations. Thank you to Wolfie for making an appearance!
- Congratulations to Laine Anderson, who will be our Vice-Principal next year.
- Thank you to Farrah Jinha for organizing the staff appreciation lunch, and all the parents who brought in food and helped with the set up, clean up etc.
- Thank you to all who have donated prizes for the Fun Run.
- Thank you to Chris Andreas who will organize our entry in the WV Community Day parade this June 3rd.

- We are in need of a new Hot Lunch Team. As Hot Lunch is our largest annual fundraiser, if we don't have a Hot Lunch program, we will need to find alternate ways to fundraise and/or make cuts to our budget. The Hot Lunch program has been running smoothly with thanks to Srabana Dasgupta, Jane Orser, and Kathi Dilworth, and all the parent volunteers. A new Hot Lunch Coordinator could continue with the current vendors, or make changes if they wish. We are open to possibilities.
- Foods that Fit event is tomorrow, May 10th. It is for Hot Lunch coordinators and any interested parent.
- Screenagers was shown at West Bay on April 24th with a great turnout, lots of discussion and positive feedback.
- Dr. Shimi Kang - DPAC Parent Ed at Kay Meek was held on May 2nd.
- Today is our provincial election day. Please vote!

Principal's Report - Judy Duncan

Staffing News:

- Laine Anderson appointed VP of West Bay
- Thank you to Laine Anderson and Morag Kelpin for the great job they are doing as Head Teachers; Morag is pursuing a Masters in Special Education

Board Highlight:

- April 19th (Our students highlighted proficiency in communication competency, including Spanish, Inter-generational projects, and Ignite presentation format)

Thank you for support:

- For staff appreciation luncheon – lovely lunch was much appreciated by staff; thank you Farrah Jinha for organizing
- Math Contest – many students participated; results will be posted early June; participants receive certificates. Thank you for supporting cost
- Table Tennis Concrete Table arrived on April 21st
- Screenagers – successful; showed to Grades 5-7

Lighthouse Festival – April 27th

- Artwork on display
- Performances by our Band, Choir and Dancers

Athletics:

- Our team was a close second place – came down to one point! Thanks to coaches John Zaleski and Andy Lee
- Track and Field underway

Student Learning Surveys:

- Please complete if you are a parent of a Grade 4 or 7 student (due May 26th)

Outdoor School Meeting with Tim Turner for Grade 5, 6 parents was held May 3rd; students will be heading to Camp Fircom on Gambier Island next Oct. 17-19th (2 nights)

Exhibition - tomorrow (May 10) 5:00 – 7:00 (Chemistry focus) – all welcome

Budget

- a. West Bay received \$14,000 from Ministry to enhance student learning; our proposal included:
 - i. Drop down projector for Music Room (\$2800)
 - ii. iPods for teachers to take photos for digital portfolios (\$2400)
 - iii. Robotics (\$2500)
 - iv. Self-Regulation tools (Yoga Mats and Videos, wobble stools)- (~\$1900)
 - v. Maker Space items (Keva Blocks) – (\$500)
 - vi. Outdoor Learning – sit upons (foam)
 - vii. Primary Literacy Materials (\$2000)
 - viii. Physical Literacy (\$1000)
- b. Coding Allotment
 - i. \$750.00 – on Robotics and Coding kits

Treasurer's Report - Christina Argyros

- Spending for next year's resources is underway: Payments are coming through for Raz Kids, Handwriting Without Tears, as well as top ups to the playground bins.
- The ping pong table has been received, and payment will be going through the trust account as part of last year's wish list item. This was the final item on the 2016 gala wish list.
- We have a had lot of field trips coming through now in May. We have depleted our grant funds and are utilizing PAC funds allocated to field trips.

- Although final payments for hot lunch is still to come, we estimate that we will net approx. \$40 000, and we had budgeted \$25 000. Final profits will be reported in September after PAC year end.
- Any expense claims not yet presented must please be submitted before the year end. Cheque requisition forms are in the office.

District Parent Advisory Council Report - Anna Day

Board of trustees liaison - Carolyn Broady

Traffic:

- How to fix the problems? U turns, speed etc District is Looking at it... Ask pacs to encourage getting out of cars.

Superintendent - Chris Kennedy

- First time for next year will have VP at all the schools.

Finance

- Money from court decision
- More divisions
- Class size reduction in K to 20 (was 22), and in Grades 1-3 will be max 22 students (was 24)
- More ELL and Teacher-Librarians
- Trying to not displace current preschools (are supposed to use all space for school age classes)
- \$100000 going to trades for new equipment etc
- \$50 per student (\$35 school discretion and \$15 for district) for new curriculum or technology for examples. Intended to replace PAC funds (not core to teaching but nice to have things) (More details on how those funds will be used are in the Principal's report)

Carol Sartor HASTe BC

Promoting active Transportation

- They Offer Transportation help

Active Transportation:

- You have Stronger community building when you get people out of their cars
- Physically and mentally helps students
- Encourages independence

How to do this?

- Start at kindergarten
- Car pool world app

New Business

Fun Run 2017 Update:

- Goal is to raise \$10,000
- Sign up genius for parent volunteers will be going out soon. Pledge sheets will be going out with the students May 12.
- If you have any questions please contact Denise Nosella or Cora MacDonald.

Draft 2017 - 2018 Budget Presentation:

- Timeline for budget approval: Draft budget presented at PAC meeting (today); Distribute final draft to parents by email by May 29; Vote to adopt the budget at June 13th AGM
- The PAC has three bank accounts: General Account; Gaming Account; and the Trust fund, which is held at School Board Office. The general account is what is used for the majority of our expenses. The gaming account holds funds that we get through the BC Gaming grant and must be used for extra-curricular activities (ie Field trips). The Trust fund has strict limitations on how the funds can be used (Capital expenditures only). All tax receipted donations go in to the trust fund.
- The PAC runs on a two-year fundraising cycle, alternating between Gala and Fun Run years. The Gala generates more revenue and is spread over two years (*note that a large proportion of Gala funds are held in trust); the Fun Run tops up our general account. You will notice that we are budgeting to spend more than we bring in next year, due to the 2 year cycle.
- Highlights in this year's draft budget: We have added \$700 First-Aid training for staff; reduced playground equipment from \$3200 to \$2500; increased field trip funding to reflect the larger class sizes in intermediate grades; increased supplemental PE programs from \$3000 to \$5000.
- Please email us if you have any questions.

Motions to Adopt Bylaw Amendments

- Motion to amend SECTION IX - TERM OF OFFICE, sub-section 4:
 4. *No person may hold more than one elected executive position at any one time, with the exception of positions the DPAC representative, where these this positions may be held concurrently with a position of WBPAC executive officer.*

Moved by Anna Day, seconded by Kathi Dilworth, CARRIED.

- Motion to amend SECTION X - EXECUTIVE, subsection 2 to include the position "Member(s)-at-Large", and add to SECTION XI - DUTIES OF OFFICERS sub-section F:
 - F. **Members-at-Large** shall:

1. Be members who have an interest in the school-wide nature of the business of the PAC;
2. Expect to be involved in one or more committees as a member or chairperson;
3. Be prepared to fulfill other special functions as necessary

Moved by Jane Orser, seconded by Kim Gould, CARRIED.

- Motion to amend SECTION XIV - FINANCES, subsection 5:

Annual budget

5. The Executive Committee will prepare a budget and provide it to the membership for approval annually by way of a Material Vote as defined in Section VII in Quorum. The budget must be provided in written form to the members at least ~~thirty~~ fifteen (15) days prior to the general meeting date on which the budget is scheduled for approval by the WBPAC members.

Moved by Kathi Dilworth, seconded by Tanja Imhoff, CARRIED.

Questions and Comments

- Screenagers was very good and the discussions with the students were helpful.
- Discussion regarding if the PAC should contribute funds to the school play. Explanation given that the revenue from ticket sales provides the budget for costumes and set, and is managed by West Bay Staff.

Meeting Adjourned at 10:28 am.