



WEST BAY SCHOOL

Parent Advisory Council

West Bay PAC Meeting Minutes-9:15am, Sep 17, 2021, Zoom Virtual Meeting

Principal Kim Grimwood	Roxana Pistol	Tanja Imhoff
Elmira Montazami	Tony Mastrangelo	Srabana Dasgubta
Sara Mohammadkhani	Dani Renouf	Bill Auyang
Candice Montgomery	Kelly Chesko	Maryam Sherkat
MJ Kazimi	Nikta Razavi	Rose Park
Sanaz Mani	Aliso	Alys Williams
Corinaa Wolf-Jeske	Dylan	Michael
Elsa Pasto	Heidi	Ivy Chen
Jatinder Sidhu	Joseni	Josie-Wei
Julia Abramson	Jessica Richardson	Stef Schoene

Welcome and Call to Order:

Minutes of June PAC Meeting: Adopted by Candace Montgomery and Kelly Chesko
Agenda for September PAC Meeting: Adopted by Candace Montgomery and Roxana Pistol

1. Chair's Report: Tanja Imhoff

- a. **All parents** are welcome to the PAC meetings held on Friday Mornings, and please see the school website for details on dates, agendas, and minutes.
- b. **Virtual Welcome Back coffee** - Tuesday at 1pm (virtual): New parents have an opportunity to meet with the Executive and Kim Grimwood.
- c. **International Teacher Day** – Oct 5 – We will be recognizing our teachers that day. The PAC will organize goodies and coffee for all West Bay Staff.
- d. **PAC Survey Results**
 - i. Thanks to all those who participated
 - ii. **PAC Meeting preferences** is a tie between hybrid and virtual meeting (for now, virtual only per Public Health Orders) and morning meetings are preferred (we can look at alternating meetings for evening and morning in the future);
 - iii. **Parent education Topics**
 1. Bullying: #1 requested topic. How to manage it and ways that families can deal with it
 2. Diversity and inclusion is #2. Eldon Albacon is an expert in this topic and he gave a talk last spring and he will continue to work closely with the school district
- e. **West Bay's brand new logo** will be featured in the upcoming Spirit Wear



WEST BAY ELEMENTARY

- i. **Spirit Wear** – Launching with the updated West Bay Logo
 1. Dark colors with a White Logo
 2. This online store most likely launching on Friday for 2 weeks. 4-5 weeks delivery
 3. Selections include T shirts and youth T shirts. Long sleeved hoodies, sleep buddies, hats, track pants, sweatshirts, beanies, adult wear etc
 4. We are looking to set prices as a fundraiser out of this
- f. **Kitchen** – has been newly renovated. It is being used by staff and a few select students; in process of outfitting the kitchen equipment. Andrea Mulkins (parent with son in Grade 7) is outfitting the kitchen.
 - i. We are looking for 2 standing mixers to donate.
- g. **Outdoor space** revitalization is still on the agenda however, we have some other developments in progress so this is on hold temporarily.

2. Principal's Report: Kim Grimwood

- a. Smooth start to school year compared to last September. We are dealing with same protocols, however, there has been a great adjustment for students.
 - i. Ms. Barrie sends her thank you, as all admin assistants are happy that we got all the forms in and online submissions were completed in a timely way.
- b. **Students** - Currently we have 400 students, welcoming almost 100 new student (40 kindergarten, 20 Cypress Park, 35 from elsewhere)

- c. **Staffing** - Low turnover, Mr Zileski and Ms McGrath, Madame Belanger (new French Teacher from Pauline Johnson), Ms Little (from Chartwell); Ms Coil (new ELL teacher); Ms Roper and Ms King are support teachers who are new – welcome!
- d. **Communication** between home and school is vital - it is key that we follow e-bulletin announcements. Please try your best to review the emails and details to keep in touch with the school.
 - i. Classroom teachers will send messages independently.
 - ii. We also have a new Twitter and Instagram page.
 - iii. Child's agenda are important for reminders and it is helpful to take an active role as a parent to review the details so they learn to plan and find purpose in using it.
- e. **Covid - Masks are mandatory** for Grade 4-7. We have already gone through 200 disposable masks already, so please send a backup mask in case one breaks or gets dirty. **Please send 2 fabric masks in a plastic bag.**
 - i. Please keep your child home if they are sick; parents will pick up if children are sick from the office. Only confirmed cases of COVID will be communicated through the school. Vaccine passport not needed for essential meetings; however, gala and other social events require vaccine passport.
 - ii. Please send your child with a water bottle, rather than using the fountain. Please pack a full lunch plus snacks.
- f. **Field trips and parent volunteers** are going to be slow start – outdoor field trip event for Grade 7 (no bus, no indoor activities); we are prioritizing educational value of a field trip. Parent access in the building (based on everyone's comfort status will remain limited entry into the building at this time.
- g. **Outdoor classroom** plans are drawn up and awaiting costing before sharing with PAC. Turnaround garden space revitalization will include at bee pollinators and native species to increase ecological value. Wolf carving has been removed as the wood has become damaged and worn out, plus vandalism. We put the carving to sleep with support of our Indigenous community, and we will reawaken it and hang it indoors to provide longevity with the carving. New school logo will
- h. **New renovation** (exterior envelope and windows) has been delayed and building permit was not granted by District due to short staffing and inability to get windows. Renovation needs to happen as moneys/funds need to be used as they disappear at end of fiscal year (start at spring break). This is a two phase project and 1 million dollars.
- i. **Traffic** update with staggered starts has helped; upper lot has been more chaotic, so Kim and Tanja will be supporting the transition; traffic video upcoming; we ask parents for their help to walk and drive to 5, and

staggering (come later if you have older kids, or come earlier). TransLink buses are free for children under 12.

- j. **Saleema Noon Oct 4**, sexual health educator, is first parent education evening. One evening will be covering IB program, and one event on Tech Savvy and Safety, and one evening about Managing Anxiety.
- k. **Sports teams** are up and running including cross country as it is easy and outdoors. The team is large; first event is on Tue at Ambleside (order of races will be different, so please arrive right before race time – order of Grades starts with 7, 3, 4, 5, 6).
- l. **Election Day Sep 20** - Monday, there is an election as Gym will be used, so cross country will meet at library. Oct 23, Terry Fox run, scattered by Grades. Parent volunteers are welcome. Please email Kim directly if you would like to help. Staff parking lot (staff will park on gravel field) will be cleared for voters and roundabout will be kept free, and upper lot will be for kindergarten and Grade 1.
- m. **Curriculum night Sep 22** is a virtual event and email from Kim to send information and links. Classroom teachers will also present.
- n. **Class representative** parent organized by Sara Mohammadkhani. Please email her if you are interested in volunteering. Class parents help with connections (all virtual) and to collect class funds and teacher gifts, as well as a welcome to school function (virtual)/scavenger hunt/outdoor small gathering.

3. Treasurer's Report: Tanja on behalf of the treasurers

- a. The previous school year ended with no treasurer. Fortunately, we have 3 treasurers for this year. We do need to vote them in at the next PAC meeting to make it official.
- b. Current bank statement not up to date because we are still in the transitioning process
- c. According to the last bank statement, we have just under \$200,000
- d. \$80,000 for the year is budgeted. We have added COVID contingencies. We have not included fundraising into the budget as well as hot lunch program due to changing Public Order and inability to predict what is feasible.
- e. According to best practices the treasurer should not have signing authority on the funds, so safety features are put in place. So it's a good thing we have three in place. The treasurer who interfaces with the bank will not have signing authority. We will have the other two treasurers plus the PAC chair as signatories.

4. DPAC Report: Tanja on behalf of Vanenssa Gill

- a. District PAC meeting is held once a month, with school trustee and committee and open to everyone in the District (typically 2 hours on Wednesdays) – link on West Bay website or West Vancouver School

website as all parents welcomed. There is usually a guest speaker offering valuable education.

- b. COVID status is a fluid state, and things could change rather quickly. We are lucky that our school trustee is a great voice for parents as she also sits on the Provincial PAC (Carolyn Brodie).

5. Hot Lunch: Elmira Montazami

- a. The hot lunch ordering system, Munch a Lunch and menu is ready (we have 4 vendors for this year). We have many options (2 days – Mondays and Wednesdays – Panago, Presto, Sushi, and Subway).
- b. Time period runs from October 4 – December 15 for ordering period. System will open September 20 until October 13.
- c. Email is on e-bulletin to contact Elmira directly.
- d. Staff will deliver the lunches, so no parent volunteers at this time. In the future, we will need 1-2 parent volunteers to deliver lunches per hot lunch day.
- e. As we continue with vendors, we will aim for healthier and varied options.

6. Committees

- a. Volunteers for committees usually sign up pre-COVID but last year, we just asked as requests arise (see PAC and West Bay Bulletin).
- b. Grade 7 graduation committee – Sylvia Butterworth is leading so interested parents please reach out to her directly.
- c. Fundraising options include 2 large fundraisers (fun run, and silent auction/virtual gala) and if you are interested, please contact Tanja for details – the more the merrier. Smaller fundraising opportunities (meal boxes) as well as an apple fundraiser and meat pie fundraiser.
- d. Events include parent volunteers (gala was cancelled 2 years ago, so we have had no in-person events). We are not planning any events at this time, due to uncertainty, however, if parents wish to organize an online event, please contact Tanja.
- e. After school program committee includes Lego League (Grade 5 students) – Ryan Ulansky and Ms Kelpin are leading, with competition planned for the winter (Dec/Jan).
- f. There are also teacher clubs, and teachers will reach out to parents directly.

Next Pac Meeting: October 15, 2021 9:15 via Zoom