



WEST BAY ELEMENTARY

PARENT ADVISORY COUNCIL

West Bay PAC Meeting Minutes-9:15am, May 13, 2022, Zoom Virtual Meeting

Principal Kim Grimwood	Candice Montgomery	Tanja Imhoff
Kelly Chesko	Jatinder Sidhu	Bill Auyang
Srabana Dasgupta	Aliso	Danielle Katerberg
Heather Fraser	Nikta Ardakani	Roxanna Pistol
Vanessa Gill	Dani Renouf	Elmira Mansouri
Bihau	Heidi Chen	May Tian
Sara Mohammadkhani	Nasim Vafai	

Welcome and Call to Order:

Minutes of April PAC Meeting: Adopted by Roxanna Pistol and Nikta Ardakani

Agenda for May PAC Meeting: Adopted by Candice Montgomery and Sara Mohammadkhani

1. Chair's Report: Tanja Imhoff

- a. **Staff appreciation lunch** on May 20, a pro D-day organized by Grade 2 parents - flowers and individual lunch boxes and cards, volunteers for set up already in place - may need to ask for some help as needed from parents
- b. **Year End BBQ** - June 10 - organized by Dani, Tanja, Kelly, and Nikta - lunch ordering will be sent out next week
- c. **Wolfie's Traffic Video** - enjoyed by parents and children - Jatinder - thank you
- d. **WhatsApp Group for West Bay** started - sole purpose is for school reminders - please email PAC to be added to the list - Kelly Chesko - thank you for all the reminders such as exit 7 being closed off, early dismissal etc.
- e. **AGM and Succession Planning** in June - please consider joining the PAC Executive - all positions are open for nominations - can nominate yourself or someone else - please contact the PAC to nominate yourself or someone else you know. It is a very fun group!
- f. **Fund-raising** for bigger funds for next year to cover PAC operating costs - \$40,000 will be spent on outdoor classroom - this is for future fundraising for years ahead. Next year, we hope to have a Gala or larger fundraising. All ideas are welcome.

2. Principal's Report: Kim Grimwood

- a. **Grade 7 Exhibition** - first in person event this year, and it was a huge success. All Grade 7's delved into sharing the planet theme - exhibition is the culmination of their IB learning at the end of their time at West Bay.

Students take on their own whole unit of inquiry for exhibition. Students learned about the topic, but focus was on the action taken. Examples: food insecurity, conflict in Lebanon and its impacts on housing - and contacted organizations in lower Mainland and found out what they could do. They learn that there is disparity locally, such as parent involvement, such as food security and poverty, such as support. Students will be donating gently used school supplies to Edmonds Elementary School for summer learning. Students all spoke eloquently and are presenting from memory without cue cards, and they knew the material so well that they were presenting with confidence. 20 participants attended each presentation. Each group had a teacher mentor school-wide, so this was a West Bay success as all collaborated to make this learning happen successfully. It also taught them about failure, resilience, and how to handle rejection and bouncing back from this.

- b. **Tennis BC** - thank you to the PAC for covering the costs, Tennis BC has been here for past 2 weeks for grades K to 7. We received a lot of good feedback. Hopefully more will be interested to play.

- c. Calendar for 2022/2023** - needs to be approved at the May Board Meeting - status quo calendar. 878 hours of instruction time is built into this calendar as required by the Ministry of Education - depending on the statutory holidays, this can impact the hours plus or minus 1 hour. Next year, the holidays are similar, so calendar is similar to this year. District sets the statutory holidays in collaboration with school principals and parent representation. It is a consensus and collaboration.

WEST BAY 2022-23 YEAR IN A GLANCE CALENDAR	
FALL TERM	
Thursday 1st September	Professional Development Day #1
Monday 5th September	Labor Day—Statutory Holiday
Tuesday 6th September	School Opening, Times TBC 08:40-10:10—Grades 1-3 09:00-10:30—Grades 4-7
Tuesday 13th September	Individual Photo Day
TBC	Curriculum Evening
Friday 23rd September	Professional Development #2
Friday 30th September	Truth and Reconciliation Day—Statutory Holiday
Monday 10th October	Thanksgiving Stat
Friday 21st October	Professional Development #3
TBC	Early Dismissal Learning Conferences
TBC	Early Dismissal Learning Conferences
Friday 11th November	Remembrance Day Stat
Monday 14th November	Professional Development #4
Friday 16th December	CSL Reports Posted and Last Day of School
WINTER HOLIDAYS	17th December to 2nd January
WINTER TERM	
Tuesday 3rd January	First Day Back to School
Friday 27th January	Professional Development #5
Friday 17th February	District Wide Reading Break
Monday 20th February	Family Day Holiday—Stat
Friday 10th March	CSL Reports Posted and Last Day of School
SPRING BREAK	13th March to 26th March
SPRING TERM	
Monday 27th March	First Day Back to School
TBC	Early Dismissal Learning Conferences
TBC	Early Dismissal Learning Conferences
Friday 7th April	Good Friday—Stat
Monday 10th April	Easter Monday—Stat
Friday 19th May	Professional Development #6
Monday 22nd May	Victoria Day Stat
TBC	Sports Day—12:5-1:10 PM DISMISSAL
Thursday 29th June	CSL Reports Posted Last Day of School
Friday 30th June	Administrative Day

- d. **Staggered Start** - We will likely go back to 9am to 3pm schedule and stop the staggered starts next year. Ms Labounty will have the final decision and we will know for sure by the end of the school year.
- e. **“Spring Fever”** - it has been noticed in discussion with colleagues/teachers that there has been some unacceptable and disrespectful behaviour at the school. A rise in negative behaviour therefore, mentioned so we can all work together as a team to handle this situation in a positive manner. School will implement a bit more structure. Parents can try to implement structure through suitable bed time, reduce use of pop/candy/Red Bull at school, increase family dinner time together, be careful with your comments and ensure “thank you” and “please”. This is a time of transition to summer and a more flexible schedule - have conversations with your family and family members in the school. Thank you for supporting the school.
- f. **Vandalism** - is there anything that can be done? District is involved and it is one person who repeatedly does this - is there a pattern among students in the high school? Is it showing up in other places? It will be removed as soon as possible. Law enforcement involved. It is happening on Saturday evening. Can we come to school on the weekend? Just play on the grounds and make it a hub of activity, then this may not render it so isolated.
- g. **Quick check in around technology** - check in with your children about Tim Tok, Discord, and swearing among little ones, please check in around device use with children. Parent event planned : The Good, The Bad, and The Ugly - to educate parents on technology among children. Children have forgotten to be bored, and reduced play outdoors, lowest levels and lower ages. There is a gap in parents knowing what their children are using.

3. Treasurer’s Report:

- a. General Account: \$210,345.18; Gaming Account: \$10,872
- b. **Budget Amendment vote passed** almost unanimously for Outdoor Space and West Van Place for Sport
 - i. **Outdoor Space** - \$35,000 Budgeted with \$10,000 in trust that was donated.
 - ii. **West Van Place for Sport** – The new track that is being built in West Van High. Donate an extra \$2,500
- c. **Draft 2022/23 Budget** - meeting with staff at West Bay and Kim to set budget, plus PAC Executive will form budget. June AGM vote for next year is planned. The proposal will be sent out on May 27, two weeks before the AGM for parents to review and vote on. Here are some of the highlights:
 - i. COVID budget shows less spending than usual due to fundraisers not held.

- ii.** Equipment and Supplies - kept the same for each classroom to use as they wish
- iii.** Kitchen Supplies - necessary to outfit new kitchen however, more spending planned; lowered for next year but ongoing supplies will be needed.
- iv.** Emergency Equipment and Supplies - kept in big container out on school field for emergency planning. Those supplies need to be replenished occasionally, therefore does not need to be done yearly but contingency funding will be allocated.
- v.** First Aid Training for Staff - this was needed for more staff than budgeted.
- vi.** First Aid Supplies - same
- vii.** Grade 7 First Aid Training - same
- viii.** Playground bins - same
- ix.** Supplemental Learning - field trips removed from budget; large Gala 12 years ago and a lot of money was raised, therefore PAC paid for field trips and prior to COVID. Since COVID, reduced this amount, and now meeting with school indicated that it is better to pay for field trips as needed by parents, and save money for school direct programming and supplies.
- x.** Hardship fund for field trips also budgeted so children can attend field trips if otherwise not able.
- xi.** Library – will be increased again since it was lowered last year because of district funds
- xii.** Special Projects – previously called creativity, innovation and special projects. We will have an opportunity to use more of that next year
- xiii.** Technology – will be increased. There will not be funds coming from the district. There is always a need for iPads, chromebooks and related accessories such as chargers.
- xiv.** Literacy programs – for subscriptions such as Raz-kids and Open Court
- xv.** Social Programs – such as bingo nights
- xvi.** Teacher Appreciation – increased due to higher costs such as meal boxes
- xvii.** Cultural Events – will be kept the same as it seems sufficient
- xviii.** Contingency Fund – funds accessible at the principle's discretion which has its own internal tracking process. It will expedite certain minor budget overruns without having to go through amendment voting.
- xix.** Administrative expenses – postage stamps, xoom license, quickbooks etc.
- xx.** General Contingency Fund – mostly for the drop down projectors that are expected to fail very soon. We want these funds

available immediately when that happens. It also includes classroom improvement such as carpets or lights.

4. DPAC Report: Nikta Ardakani

DPAC May 4

- a. DPAC Exec wanted: contact Helen Hall helen@commander.ca to nominate (including self nominations) by May 22
- b. AGM June 1 at Inglewood Learning Center – Zoom also available
- c. EDI presentation on May 26, 7pm at the WVSS library by the honorable Chris Lewis (former Squamish Nation councillor appointed at SFU)
- d. School Traffic & Safety – will create new maps with updated bus routes and parking spots
- e. Board of Education Trustee's Report: Carolyn Brody reports as the new president:
 - i. West Van Place for sports – project manager hired but unknown date of completion
 - ii. Indigenous course requirements: grades 10-12 part of their language and arts or other electives
 - iii. International enrollment down and affects budget
 - iv. Spring Events – Bridge festival, grad ceremonies, Track & Field
 - v. French Immersion review – questions are raised such as meeting local demand, reducing attrition and attracting teachers

5. Hot Lunch: Elmira Mansouri

- a. **Pandemic Protocols** – still waiting on whether or not they still need to be followed next year
- b. **Menu** – Being worked on to cover more
- c. **Ordering Deadline** – there are a lot of requests for reopening for those who have missed. We will work on extending that window
- d. **New Food Guideline** – Will need to review whether our vendors meet the standards. Kids can still bring any kind of food from home. This only strictly relates to food served by the school.

6. Traffic: Jatinder Sidhu

- a. Traffic safety video has been made and released
- b. Safety Blitz – May 30 – June 3 – campaign around walking. Trying to get kids involved with designing posters to promote
- c. Walking Wednesdays - Will send out more communication about the two available start times 8:20 and 8:40. They start from either 31st and Marine or top of Westmount. Would like more volunteers.

Next Pac Meeting: AGM June 10, 2022 9:15 via Zoom