



WEST BAY
ELEMENTARY
PARENT ADVISORY COUNCIL

West Bay PAC Meeting Minutes-9:15am, Feb 10, 2023, Zoom Virtual Meeting

Tanja Imhoff	Candice Montgomery	Bill Auyang
Dani Renouf	Jatinder Sidhu	Nikta Razavi
Michelle LaBounty	Noor Meghjiani	Danielle Katerberg
Xue Wai	Neda	Kelly Chesko
Mao Ye	Amanda	Elmira Montezami
Emily Wing	Ausie	Denise

Welcome and Call to Order:

Agenda for February adopted by: Candice Montgomery and Dani Renouf

Minutes for January adopted by: Noor Meghjiani and Nikta Razavi

PAC Business

Chair's Report (Tanja Imhoff) 9 :20-30

Lunar New Year (Bill Sun and Team) - an amazing event; a big thank you to Bill Sun and his Lunar New Year committee for putting on an amazing event that was well received by staff, students, and parents.

Bingo - Feb 28 - Bingo cards can be purchased for \$5 each or \$8 for two; Blaze Pizza - Order through Munch A Lunch; There will also be a Grade 7 fundraiser selling cupcakes and candy; please bring cash for extra foods. Possibility of the former bingo caller returning.

Norouz Celebration - March 3 – will be held in the library; organized by Dani and Sara Mohammadkhani

Parent Education Events Upcoming, including a presentation on solutions to combat the mental and physical health crisis in the community. This event features two fantastic speakers, Amber and Aaron, who are physical literacy specialists. More details on Sue's bulletin.

Blanket Exercise - April 4 - (Indigenous Learning) - a walk-through time of what it was like for the indigenous community in British Columbia. It is being offered three times to the family of schools and West Bay's event will be on April 4th at Rockridge from 6:00 to 8:00 PM. The event is limited to 6 West Bay parents and will be on a first come first serve basis. Please send email to WB PAC

Ping Pong Tournament - will happen! (After spring break) - in the works, with the first meeting happening next week and a small group of volunteers needed.

Succession Planning - Please join PAC Executive - many of the current executives are stepping down or graduating this year, making all the positions available to parents. Links to job descriptions are available on the website. Tanja will be available to answer questions.

Thank you for the Donations of winter clothes for Syria and Turkey Earthquake

Principal's Report (Michelle LaBounty) 9 :30-40

School Goals - Brain Work for Student Enhance Learning (Provincial to District Level Goals) - 3 year plan - "Building a Sense of Belonging" The goals are based on the provincial goal for education, which then flows down to the district goal and then distilled to a school level. Teachers had a professional development day where they focused on building a sense of belonging through creating inclusive spaces. This will help in the planning and creation of spaces within the school that are inclusive for all learners.

Salmon Tank - the goal is to see the salmon hatch. Thermal units determine hatch date (BTUs). The thermostat was outside the tank, therefore the refrigeration unit was trying to compensate for the outside temperature instead of the tank's. Thus, the temperature dipped below normal and may have delayed hatching.

Lunar New Year - Thank you to all parents for bringing Lunar New Year to celebrate the language (Mandarin), Han and Korean culture, as well as Chinese culture (music, dress, calligraphy) - 40-50 volunteers over the day. The event was a great opportunity for the children to learn about different cultures and traditions.

Norouz committee- planning is in progress for the celebration of the birth of spring (March 31st)

Parent Event (Friday Feb 3) - Carrie Wilson (District Innovation Teacher). The event was focused on Google Classroom and around 20 parents attended the event. The aim of the event was to highlight the means of communication between teachers, students and parents, specifically through Google Classroom. Carrie Wilson is also one of the lead teachers for the Robotics Academy in the district.

Math Contest Preparation (April) - PAC will Support \$700. The math contest preparation is underway and has a limited number of spaces for participation. It is scheduled to take place in the first week of April. It provides an opportunity for students to participate and showcase their mathematical skills.

Inclusive spaces – as mentioned above as part of the school goal and should also be a vision for Gala Fundraising to create space that enhances belonging - inclusive environments (intentional physical planning)

Support Staff Appreciation Day celebrated - the school recognized and appreciated all the support staff who play a crucial role in running the school smoothly. The support staff includes educational assistants, office staff, and custodians. Thanks to all the support staff and their hard work and dedication.

Volunteer Coaching for Basketball - grade 7 basketball is in mid-season. The game cycle lasts for four weeks and the teams are playing on the West side of the district. The Jamboree, a large basketball event, will take place at West Vancouver Secondary School just before spring break. Thanks to the five volunteer teachers who are coaching the girls and boys teams.

Hot Lunch Program - Volunteers serve pupils hot lunch at the school. This is useful for parents who don't have time to pack lunches, and students enjoy having a hot meal at school. Thanks to all volunteers for their hard work in making the hot lunch program a success.

Band Registration is already open for next year - Ms Gibli leading. This program is a great opportunity for students to enhance their musical skills and learn to play an instrument in a group setting.

Report cards - upcoming - reporting will look different as ordained by Ministry - name changes "communicating student learning" - bigger shifts for High School. The focus of reporting will shift from report cards to communicating student learning. The speaker mentions that the changes will be more significant in secondary schools.

Stream of Dreams - confirmed for April - painting a wooden fish for front of school to build sense of belonging in collaborating art piece. All students will decorate and paint a fish for the outdoor classroom

fence. The project is designed to teach kids about salmon and their environmental role. This imaginative endeavour raises awareness of these important species.

DPAC Report (Nikta Ardakani) 9:40-50

Three main items were discussed at a previous meeting:

Blanket Exercise (The blanket exercise is a participatory workshop that helps participants understand the history and impacts of colonization on Indigenous peoples in Canada. The exercise is designed to create a space for empathy and understanding and to build relationships between Indigenous and non-Indigenous peoples), **Physical Literacy** and **Succession Planning**

Superintendent's Report

Growing enrolment - COVID-19 is making homestay and international education difficult. Many families, especially elderly ones, are increasingly unwilling to accept international students in their spare rooms. International enrollment has decreased due to immigration policies that allow families to seek for free public school permits for their children. European students are also decreasing. The budget has been difficult this year, but education should be a priority and any budget increases should go to schools.;

West Van Place for Sport is facing a one year delay. The mayor and council have decided to expand the scope of the project to include bleachers and a concession stand, which is causing another review to take place. The construction of the field is expected to take another year.

English Language Learner (ELL) – there will be a meeting with Member of Parliament, Patrick Weiler to discuss this area. Educational topics are not a priority at the federal level, but Patrick Wheeler wants to be an advocate for the school. It has been a tough year budget-wise but education needs to be discussed and if there are any budget increases, some should be allocated to the schools.

Traffic and Safety - Jatinder and Carolyn Broady, and Bus System – We want to creatively encourage students to ride buses. However, Translink sets schedules and routes, and the district cannot change them. This "chicken and egg" issue—increased demand without adequate routes and services—is being negotiated. The speaker advised citizens to address traffic and safety issues to the relevant people.

School Liaison Meeting - Principals attending - Feb 14 and 21

Please complete EDI Survey (Nikta leading with support from Srabana) - deadline Monday Feb 13. The survey is designed to get parent engagement within the community. The results will be used to make decisions and hold one or two parent education events before the end of the school year.

West Bay has a great representation at level of District - DPAC exec membership from West Bay includes Nikki, Jitinder, the speaker, and Danielle (who is not currently on the exec but was formerly a part of it). This strong representation from West Bay allows the parents to be informed about the latest updates and decisions made by the school district and to have a voice in these discussions.

Constitution and Bylaw Amendment 9:50-10:10

The original Constitution and Bylaws were adopted in May 2017 with a communication policy added in April 2021. A committee was formed this year to look at the bylaws as a whole and make any necessary changes

Here are the proposed changes to the bylaws:

- Clarifying that voting must be done personally, either virtually or in person
- Limiting the number of members at large to a maximum of three
- a clause to encourage executive members to attend 50% of the meetings or remain engaged via electronic means
- an appendix for a Code of Conduct, to be signed by the executive and officers
- Clarifying the role of the treasurer in holding funds for subcommittees
- a clause for the removal of an executive officer
- a clause for executive members who fail to attend or remain engaged for more than three months

Please provide questions and feedback on the proposed changes

The revised bylaws will be sent out and voted on at the March meeting

Treasurer's Report (Kelly Chesko) 10:10-15

This year, \$13,000 of the \$81,150 budget has been spent, including hot lunch revenue for the fall term, which was \$9,742.41

Hot lunch revenue increased by \$1,800 in January

There are some checks that have been issued multiple times and cancelled, and will be taken as a donation if they are not cashed

Some projects that have been funded include decorations day (\$500), math contest (\$600), ball hockey sessions (\$200), West Coast Library readers (\$200), and a W Van Secondary School scholarship

PAC Committee Reports

Hot Lunch (Tanja Imhoff on behalf of Elmira Montezami) 10:15-30

New Hot Lunch Coordinator - still looking to confirm for next year. Elmira is stepping down as the Hot Lunch Coordinator for next year.

We may switch to a new platform through School Cash Online. School Cash Online is offering a Hot Lunch platform called "Lunch Box".

Getting volunteers for hot lunch has been challenging. Elmira is looking for volunteers, interested parties can reach out to her

Traffic (Jatinder Sidhu)

31st street construction includes improvements to sidewalks, speed bumps, visibility, and overall road surface, as well as the installation of a bike lane, which is 75% completed. Construction is due to resume in the spring, but some newly elected councilors and the mayor want to scrap it altogether. The district is planning to improve the bike lane, and change crosswalks to make them safer for kids.

Safety issues - There are concerns about traffic safety around the school, particularly parents parking their cars in the middle of crosswalks.

The district's engineering department conducted site surveys for the school and had some suggestions for improving traffic safety, including repainting crosswalks, increasing signage, and cutting back vegetation.

There are plans to have a walk to school week.

The full focus of the next DPAC meeting will be on traffic and safety around schools.


2022 School Safety Audit Program – Site Visit Notes





Date/Time: October 19, 2022, 1:30-2:30 pm


Site: West Bay

Background: The school has approx. 400 kids, and parents are doing great with walk to Five. About 25% kids are walking to school, and less than 5% of students are commuting outside of West Vancouver. 8 EAs are helping with traffic maneuver at the roundabout in front of school (2:55-3:15 pm is the busiest). The school does not have staggered times.

Attendances: Cindy Liu, Sean OSullivan, Michelle LaBounty

Issue No.	Description	Photos	Potential Solutions
WB1	Some parents park on Roseberry and block the cul-de-sac and the access to the school from Roseberry during pick up times		Upgrade the signage to no-stopping and extend the no stopping zone further east.

WB2	Congestion at intersection of Thompson Pl and Thompson Cres – conflict between SB left turn and NB right turn traffic and queues block crosswalk.		-Potential changes to the configuration of the intersection to reduce queue for left turn
WB3	Stop bar is faded at intersection of Thompson Pl and Thompson Cres		Add to 2023 painting list
WB4	Over-grown vegetation along north side of Thompson Cres		Trimming requests to the homeowner along Thompson Cres
WB5	Concern about the vegetation on the SE corner of Thompson Pl and Thompson Cr.		Send a vegetation control letter to the property owners, to notify them of their responsibility to manage vegetation on the road right of way and to cut back the vegetation.

WB6	Speeding concern at the NE corner of Thompson Cres and Thompson Pl		-Look into the feasibility to extending the curb to narrow the road. Being this is a bus route the curb radius will need to accommodate a bus.
WB7	Buses get delayed in the NB queue primarily during school pick up times.		Talk to Transit to see if buses can be scheduled to avoid 2:50 pm to 3:15pm

Grad (Candice Montgomery)

Fundraising

- **Car Wash and Food Truck** on April 15th and May 13th. The car wash will require a lot of parent volunteers to help out, and Kay will be sending out a sign-up sheet for interested parents. The car wash is likely to involve kids using hoses and soaps to wash expensive cars, so there is a need for a lot of support. Food Truck pending.
- **Meridian Meats** Grocery Store Gift Cards. The gift cards are a good option for those who have family or friends who live in the valley and that the store is affiliated with Ralphs. Heather will be organizing this fundraiser and is currently in the process of figuring out how to make it easier for people to pick up their gift cards.
- **Restaurant night.** still looking for a lead on this and they are considering Chipotle or possibly Popeyes.

Please contact Candice for volunteering opportunities - more grade 7 volunteers needed for car wash and restaurant night

Gala Committee

Venue - The gala is scheduled for May 27th, and it will be held at the Frind Estate.

The goal is to raise \$80,000 for the beautifying project of the classrooms or an increased sense of belonging.

Kids art auction - each class produces art pieces that are then auctioned off to raise funds for the school. Parent volunteers are needed to help organize the art pieces. The art auction is a popular event and usually attracts a lot of attention from parents and the community. It's a great way to showcase the creativity and talent of the students while supporting the school at the same time.

Volunteers - The committee is looking for both big and small volunteers to support the upcoming gala event. They need more volunteers to join the existing committee and help with the organization and planning of the event.

Auction items - A letter will be sent to parents asking for big ticket items. The committee is also open to accepting smaller auction items, which could include services like dietitian services or packages from local businesses. If parents have any items or services they think would make for good auction items, they are encouraged to reach out to the committee and offer their support.

Next PAC Meeting: Mar 10th, 2023 9:15 am