



WEST BAY ELEMENTARY

PARENT ADVISORY COUNCIL

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

Tanja Imhoff	Candice Montgomery	Bill Auyang
Nikta Razavi	Kelly Chesko	Michelle LaBounty
Elmira Mansouri	Leila Mosadeghi	Emily Wing
Kelly Wang	Bill Sun	Danielle Katerberg
Wei Zhang	Isabella Liu	Hebe Zeng
David Wang	Jessie	LIN
Ming	Chen	Daisy
Denise	Keegan	Aileen
Ausi	Charlene	

PAC Business

Chair's Report (Tanja Imhoff)

A Special Thanks

- This will be Tanja's final report as our PAC president. We would all like to express gratitude to the outgoing chair for 12 incredible years at West Bay and extend our best wishes!
- Michelle Bounty and Jessica Richardson are acknowledged for their unbelievable dedication in managing the needs of the staff, students, and parents, even when faced with demanding requests.
- Sue Barrie is recognized for her exceptional efforts in keeping the school running smoothly, being described as the person who runs the whole school, keeping everyone in line and on track.
- The teachers and staff are thanked for their commitment in keeping the children happy, healthy, and thriving, especially considering the challenging years they have faced.
- Elmira Mansouri is commended for single-handedly transforming the hot lunch program into a profitable fundraiser for the pack. Her dedication and mastery of managing hot lunch have made a significant impact.
- The outgoing PAC executive members are thanked, including Katja Freitag, Srabana, Dasgupta, Heather Fraser, Vanessa Gill, Candice Montgomery, Heidi Chen, Dani Renouf, and Sarah Mohammadkhani. Their contributions and hard work have been instrumental in the success of the PAC.
- A special thank you is extended to every parent who volunteered, emphasizing that no task, no matter how small or seemingly insignificant, went unnoticed or unappreciated.
- The Frind family is acknowledged for their gracious hospitality, and the entire gala committee is thanked for their tireless efforts in helping achieve the fundraising goals. Tanja highlights the success of the event in bringing people together and rebuilding the West Bay community.

High School Scholarship Recipients – Congratulations to Bahni Hashami and Ethan Hippo as our two recipients. Bahni received the West Bay Scholarship at West Van Secondary School, while Ethan Hippo received the scholarship for Rockridge.

Future Plans include organizing back-to-school events such as a BBQ and Welcome Back Coffee for parents, as well as a separate coffee event for kindergarteners and general parents.

The school is also looking to restart their after-school programs, with a parent survey expected to be sent out in the coming year to gather input on preferred meeting times and interests for parent education.

These plans indicate a focus on fostering a sense of community, engagement, and support for both parents and students in the upcoming academic year.

Highlights of the school year

- The year started with a well-attended welcome back BBQ and in-person parent and candidate coffee events, fostering a sense of school spirit.
- The school showcased its new logo on spirit wear, and the sales of spirit wear continued throughout the year.
- The community engaged in outreach initiatives by sponsoring several families with holiday hampers, celebrating holidays like Nowruz, promoting inclusivity and cultural appreciation.
- A holiday craft fair provided young entrepreneurs with a platform to showcase their talents.
- Grade seven students were supported and prepared for their upcoming graduation.
- Various fundraisers, including Poinsettias and the popular Okanagan Apples, contributed to the school's financial success.
- The highlight of the year was the Night in Venice gala, which served as both an in-person event and a fundraiser for differentiated classrooms. The gala exceeded its fundraising goal.
- The school added a demonstration beehive, serving as an educational tool to teach students about the importance of bees.
- A stream of fish was introduced along the school's fence, providing an opportunity for students to observe and learn about the salmon life cycle.
- Despite the challenges faced in recent years, the school did not receive any COVID-related emails this year, indicating a return to a more normal school environment.

Principal's Report (Michelle LaBounty)

Salmon

- Michelle reports a successful grant from the Salmonids in Schools program.
 - With the help of the grant, West Bay was able to work on a project involving chum salmon.
 - Michelle mentions taking two classes to Rogers Creek, where they released 47 chum salmon into the creek.
 - This project aimed to provide an opportunity for students to engage with nature and understand the importance of salmon in the ecosystem.
 - West Bay borrowed a chiller for this year's project but will have its own chiller next year, allowing them to repeat the salmon project.
 - Michelle expresses excitement about the project and mentions signing up with the Department of Ocean Resources to indicate West Bay's interest in hosting more salmon-related activities.
 - The project had a positive impact on the students, as they showed interest and reflection during the salmon release, fostering a connection with nature and promoting environmental awareness.
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- Michelle acknowledges the contributions of the PAC and other volunteers in the community.
 - Pride month is celebrated in the district, focusing on understanding, tolerance, and respect for all people.
 - Ramir, our custodian, is retiring after 10 years of service at the school.
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- New Principal
 - Michelle emphasizes that she is not leaving but moving to a different position and will continue to advocate for the children.
 - Hiring process for a new staff member at West Bay is underway, and changes will be made based on the strengths of the team.
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- Michelle discusses plans for differentiated classrooms and the readiness to place orders as soon as funds are released.

- Current furniture and desks will be stored, not discarded, as they were purchased with hard-earned funds.
- Decluttering and organizing efforts are ongoing in preparation for the classroom changes.

DPAC Report (Nikta Ardakani)

- The DPAC meeting took place on June 7th.
- The meeting included discussions on strategic plans and the budget of the Spence School Board. The plan will be launched in September, focusing on student excellence and academic success.
- The budget has been balanced, thanks to efforts to minimize budget cuts in classrooms.
- Challenges with international enrollment and housing have led to the need for revisiting and securing alternative plans.
 - Superintendent Chris Kennedy discussed the meeting with the mayor and council regarding sports, early education, and housing challenges.
 - The importance of a robust school system and access to housing for attracting young families was emphasized.
- Sustained leadership and continuity in principal and vice principal positions were discussed.
 - Internal hiring and potential changes in Chris Kennedy's team were mentioned.
- The impact of AI on schools and its integration with the curriculum were highlighted.
- A presentation on the Grade 12 students' capstone project, Career Life Connections Capstone, was given.
- The passion projects and achievements of the students, including the restoration of a 1979 Corvette, were shared.
- Settlement workers in schools and their efforts to help newcomer families settle were mentioned.
- DPAC is recruiting for various positions, and involvement is encouraged.
- The upcoming focus of DPAC includes AI, transitions from preschool to university, and co-regulation.
- The district will work with Stuart Shanker on self-regulation, a previously spearheaded movement in West Vancouver.
- The seamless transition program for kindergarten was mentioned.
- Questions were invited for further discussion.

Treasurer's Report (Kelly Chesko)

Where we are now

- Bank Balance as of today (June 9, 2023) pending outgoing cheques and invoices our bank balance is: **\$120,506.82**

Hot Lunch:

We should have final hot lunch numbers in July once all the vendor invoices come in. Estimating it looks like about \$30,000 in revenue to the PAC for the year.

Gala:

Pending final invoices from vendors, we have raised approximately \$76,000 for the classroom revitalization.

2023/24 Budget

\$46,300

If we do not want to drain our bank balance we will need to come up with some fundraising for at least **\$7,000**. I have applied for the Government Gaming Grant so expect approximately **\$8,000** (\$20 per child registered) from that. Those funds need to be used for specific items only and not for our day-to-day expenses.

West Bay Constitution and Bylaws Vote (Tanja Imhoff)

- A committee has been working on revising and updating the West Bay Constitution and bylaws.
- The proposed Constitution and bylaws have been presented in previous meetings.
- Everyone is requested to vote either in favor or against.
- **The approval of the proposed Constitution and bylaws is unanimous.**
- The approved document will be finalized and sent out, with copies held at the school board office and updated on the school website.
- Appreciation is expressed to everyone for participating in the vote.

PAC Committee Reports

Hot Lunch (Elmira)

- Elmira expressed gratitude to Tanya for her support during the hotline process and acknowledged that it was a collective effort.
- Emily Wang is stepping up to take her position as the hot lunch coordinator for the following year.
- Elmira thanked the volunteers who helped with the lunch program on various days and expressed hope for continued help in the future. They also mentioned the need for a volunteer coordinator for the next year.
- There will be changes made to the lunch schedule for the upcoming year, which involved replacing the Friday vendor with one of the Wednesdays' suppliers. This change was prompted by complaints about the quality of the meals from the vendors who skipped the pre-sorting process.

- Details of the plan for the next year would be discussed with Emily, leaving the final decision on whether to follow the plan or make changes up to her.
- Elmira highlighted the importance of the hot lunch coordinator role, stating that the thought of hot lunch not happening caused distress and generated a significant response from parents.
- Elmira acknowledged the challenges faced during the process, such as receiving a large number of emails and the difficulty of denying access to some parents.
- Elmira expressed happiness about the positive feedback received and the system's effectiveness in making the lunch program more user-friendly for parents.

Election of 2023/24 PAC Executive and Budget Vote

For year 2023/2024, slate for re-election was presented and approved by PAC

Chair: Neda Es Amati

Treasurer: Kelly Chesko

Secretary: Bill Au Yang

DPAC Rep: Nikki Ardakani

Members at Large

Isabella Liu

Bill Sun

Proposed 2023/24 Budget is unanimously passed