



WEST BAY ELEMENTARY

PARENT ADVISORY COUNCIL

West Bay PAC Meeting Minutes-9:15am, May 12, 2023, Zoom Virtual Meeting

Tanja Imhoff	Candice Montgomery	Bill Auyang
Nikta Razavi	Jatinder Sidhu	Michelle LaBounty
Kelly Chesko	Leila Mosadeghi	Emily Wing
Heather Fraser	Bill Sun	Heidi Chen

Welcome and Call to Order:

Agenda for April adopted by: Kelly Chesko and Candice Montgomery

Minutes for March adopted by: Heather Fraser and Kelly Chesko

PAC Business

Chair's Report (Tanja Imhoff)

A shout-out to all the teachers and staff at West Bay for their exceptional work. It was an amazing exhibition experience that took place recently and acknowledge the dedication and effort put in by both the students and the teachers.

This is a busy time of year for the students and we recognize the energy and focus they have invested. We also appreciate the teachers for their commitment and the significant amount of time they have spent mentoring each group. The teachers' contribution is significant to the success of the exhibition.

We express sincere thanks to the teachers and staff for their efforts in creating a fantastic community and a nurturing environment at the school.

Budget - Kelly has worked very hard at creating a budget. She will be proposing the budget later. It has been a challenging month with lots of fundraisers going on. Kelly is facing difficulties with each transfer taking more time than usual. Despite the challenges, Kelly's efforts are greatly appreciated.

The Gala committee is currently very busy planning and working towards organizing the event of the year. The committee is focused on making the big gala a fantastic and successful event.

We have already sold close to 130 tickets, in addition to two VIP tables.

The goal is to reach a target of 200 tickets sold, and we are confident that we will come very close to achieving that goal.

The committee will be meeting this afternoon to continue their work on the gala.

Their efforts involve a lot of planning and coordination to ensure the success of the event.s

Succession - parent volunteers and their commitment to making the school a fantastic community and environment. Planning processes for the next year include identifying events and roles for parent volunteers.

Most of the current executive members will be graduating or reaching the end of their terms and will be stepping down from their positions.

All executive positions are open, and nominations are now officially open. We encourage individuals to consider stepping up and taking a role on the executive. Nominations can be made by sending an email to the PAC email or filling out a nomination form. It is advised to talk to the person before nominating them.

Serving on the executive is fun, provides an opportunity to meet with Michelle (presumably a school official), and stay informed about school happenings.

There are immediate and longer-term positions available.

Volunteers are needed for upcoming events such as the staff appreciation lunch and the welcome back barbecue in September.

The most important role that needs to be filled is the hot lunch coordinator position, as the current coordinator, Elmira, is planning to step down. Interested individuals can reach out to Elmira or the pack email for more information or to express their interest in volunteering.

Principal's Report (Michelle LaBounty)

Michelle expresses appreciation for the exhibition and the pride of parents. She admires the articulate and well-spoken children and acknowledges the teachers' efforts.

There are upcoming events such as track and field and the Westvan Youth band performance.

Plans for outdoor school experiences for grade 3 and grade 6 students are mentioned.

Upcoming School Year

- The school timetable consists of 180 instructional days for the upcoming year.
- The Ministry mandates a total of 878 instructional hours.
- The school day runs from 9:00 AM to 3:00 PM, with a total of 300 instructional minutes.
- The last day of classes for the year is December 22nd.
- Report cards will be published on December 8th.
- There will be an early dismissal on the day before Christmas.
- The calendar includes professional development (pro-D) days, which are designated for teacher training and planning.
- There is a reading break in November, providing students with a short break from classes.
- Another reading break is scheduled in February, coinciding with the Family Day holiday.
- Learning conferences, which serve as informal reporting periods, will take place in May.
- The calendar includes days of note such as Truth and Reconciliation Day.
- The school has planned photo days, conferences, curriculum nights, and the Terry Fox run.
- The calendar ensures that the three terms are equally divided, with report cards and conferences spaced accordingly.
- Recesses and lunch breaks are not included in the instructional minutes.
- The timetable includes staggered recesses in the morning to provide more space for students on the playground.
- Lunch recess and lunchtime are harmonized, allowing students to play first and then eat.
- The play first, eat later model is based on research showing that children eat more when they are not rushed and hungry.

- The timetable includes a provision for early dismissal on the day before Christmas.
- There are designated days for conferences, curriculum night, photo days, and the Terry Fox run.
- Learning conferences are planned for May, which is a shift from previous years to align with new reporting requirements.
- The timetable is subject to approval by the district and the Ministry of Education.
- The calendar provides a year-at-a-glance view of important dates and breaks throughout the year.

DPAC Report (Nikta Ardakani)

- The DPAC meeting took place on May 3rd.
- Nominations are open for executive and secretary communication positions.
- Gaming grant applications are open until the end of June.
- Caroline Brodie has been re-elected as the President of the ABC School board at the provincial level.
- They are focusing on early education to kindergarten and supporting special needs students.
- The board aims to minimize budget cuts affecting classrooms, resources, and staff.
- The budget, including a \$7 million allocation for IT upgrades, will be approved in June.
- A new French program has been added to the summer learning offerings, with good registration.
- The "Feeding Future School Food Program Fund" will provide nutritious breakfast for students in need.
- Multi-age classes are being offered, and parents can discuss any concerns with Chris's team.
- The new reporting order will be called "learning updates" instead of report cards or student communication.
- The shift aligns with curriculum guidelines and focuses on core competencies and big ideas.
- Grades 8 and 9 will no longer receive letter grades, while grades 10-12 will still have letter grades and percentages.
- Teachers are incorporating the new standards into their grade books.
- The learning updates will provide information on a child's progress and how to support their learning.
- There are still some areas of confusion and ongoing work to provide better information to parents.
- Two written learning updates and two informal learning updates are planned for next year.
- Carolyn Brodie is the chair of the school board in West Vancouver and the BC School Trustees Association.
- The minister has agreed to visit West Vancouver in the fall.

Treasurer's Report (Kelly Chesko)

Where we are now

- As of April 30, 2023 we have spent \$15424.10 of the \$81,150 budget.
- Application for the Gaming Grant for the 2023/24 school year has been submitted.
- 2023/24 Budget for review today and for vote at June Annual General Meeting
- Lots of expenses expected over the next month - fish installation, beehive installation, other items the school has purchased.

Projects/Items funded by the PAC in April:

- Nowruz \$849.38
- PE Equipment \$55.95

Hot Lunch/Gala:

As MAL is being used to collect funds for both Hot Lunch and the Gala, it makes it look like the hot lunch revenue is very high, which it is not. As of April 28, Gala sales for tickets and drinks is \$13607.31. (As of May 5 16371.00)

2023/24 Proposed Budget

In consultation with the PAC Chair and School Administration we have put together a proposed budget for the 2023/24 school year. In deciding on the budget, we looked at what wasn't used in this school year, what we could potentially reduce or eliminate and any new additions that the PAC and School would like to see. The new additions this year are the Beehive Annual Upkeep that was approved by a vote at the November 18th General PAC meeting and a Winter Concert at Kay Meek. Due to fire regulations our gym is not big enough to hold large concerts so renting the Kay Meek space is necessary.

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 (Tanja Imhoff on behalf of Elmira)

Elmira will be stepping down as hot lunch coordinator and we are looking for someone to assist with hot lunch next year. Please reach out to her if you are interested.

Traffic (Jatinder Sidhu)

Traffic Safety Blitz

- The traffic lights were set up on a Monday afternoon without prior public notice.
 - The number of people at school was lower than usual, resulting in no chaos during pick-up time.
 - There were very few infractions, with only a few instances of cars jumping the line or doing U-turns.
 - The police were unable to come due to other commitments.
 - The grade seven kids participated actively and handed out advice cards and fake tickets to drivers.
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- There is a plan to create bike lanes along the marine from 26th to 31st St.
 - Some new councillors are trying to block the bike lane project, but it's already been approved.
 - Candace is considering resuming The Walking School Bus from the gas station to the school.
 - Volunteers are needed for traffic control, but it requires manpower.
 - The road widening for the bike lane project has caused construction and potential dangers for pedestrians and cyclists.
 - Tree and bush trimming has been done on 31st St to create more space on the sidewalk.

Grad / Gala Committee (Candice Montgomery)

- The gala committee is responsible for organizing and planning the upcoming gala event.
- The committee has been working on various tasks and updates, including ticket sales and auction preparations.
- The gala is described as a fantastic event with lots of extras, bonuses, and surprises.
- The committee encourages attendees to pre-sign up for the 32 auctions that will be taking place during the gala.
- Silent auction items will be available for bidding on the silent auction site, with information about it being provided in a pack bulletin.
- Class art is being displayed in the library, and attendees are invited to take a look at the artwork.
- A gala meeting is scheduled for today to finalize last-minute details.
- The committee provides various ways for people to get involved, such as buying tickets, donating auction items, or making cash donations towards the wish list items.
- There is an email address (West Bay Gala 23 WB gala23@gmail.com) for gala-related inquiries.
- The committee hopes for a strong attendance and mentions that eight staff members from the school will be attending, with their tickets sponsored.
- The gala is not only a fundraiser for the school but also an important community-building event to connect parents.
- Attendees are encouraged to invite friends, family, and spouses to make the event a great success.

Car wash event on May 20

The event is on Saturday from 11:00 to 3:00 at the Hollyburn Funeral Homes parking lot. Students and parent volunteers will be participating. Donuts from Crispy Cream will be sold. Freezy sales are also available. The weather is expected to be hot.

Next PAC Meeting: Jun 9th, 2023 9:15 am