



WEST BAY ELEMENTARY

PARENT ADVISORY COUNCIL

West Bay PAC Meeting Minutes-7pm, Oct 25, 2023, Zoom Virtual Meeting

Kelly Chesko	Hebe Zeng	Bill Auyang
Nikta Razavi	Isabella Liu	Roxana Pistol
Honey Bagheri Mohagheghi	Carrie Liu	Denise
Elsa Pasto	Lily	Olga

PAC Business

Chair's Report (Kelly Chesko on behalf of Neda)

The executive team has decided to avoid scheduling meetings in September in future years. September is traditionally a busy month with various activities, sign-ups, and events.

BBQ Fundraiser: a "huge success" by the chair. Well-attended event, with tickets sold in advance. Notable lines for food, indicating high participation and engagement. Served as an opportunity for community building and networking at the start of the new school year.

Apple Fundraiser: Conducted as a one-off event, termed as "Hotspurs Apples." Apples were pre-ordered and needed to be picked up by participants. Unclaimed apples: These will be donated to the after-school care program, ensuring they are put to good use as snacks for students.

Upcoming Agenda:

- Updates from Scott Slater
- Nikta's DPAC report
- committee updates
- open forum for new business and questions.

PAC Positions:

General Member at Large:

- This position is open to any parent who wants to be part of the PAC executive team.
- Responsibilities may include attending PAC meetings, representing the views and interests of parents, and contributing ideas and feedback to the PAC initiatives.
- General Members at Large play a vital role in the decision-making and planning processes of the Parent Advisory Council.
- To apply for this position, interested parents can fill out a nomination form, which is typically available in the PAC Bulletin or can be obtained by contacting the PAC leadership.
- **Kindergarten Parent Representative:**
- This position is specifically reserved for a parent whose child is starting kindergarten in September.
- The role is designed to encourage early involvement in the PAC to help foster projects and initiatives throughout the child's school years.
- Responsibilities may include attending PAC meetings, actively participating in discussions, and contributing ideas that benefit kindergarten parents and their children.
- Nominations for this position can be made by other parents or interested individuals, but it's crucial to ensure that the nominated kindergarten parent is willing to take on the role.

PAC Meetings:

- In an effort to make PAC (Parent Advisory Council) general meetings more accessible to a wider range of parents, the format has been adjusted to alternate between morning and evening meetings.
- This change allows for greater flexibility for parents with varying work schedules and commitments.
- Morning meetings typically take place in the earlier part of the day, making them convenient for parents who may have daytime availability.
- Evening meetings, on the other hand, are scheduled for later in the day, accommodating working parents who may have evening availability or prefer to attend meetings after work.
- By alternating between morning and evening meetings, Pack aims to ensure that as many parents as possible can participate and contribute to the discussions and activities of the council.
- This adjustment reflects Pack's commitment to inclusivity and making it easier for all parents to engage in their child's education and school community.

Principal's Report (Scott Slater)

Presentation about West Bay

- **Observations about West Bay families:** Scott highlighted the strong sense of community and fundraising efforts among West Bay families, emphasizing their dedication to improving the education of students.
- **Dedication of educators:** Scott commended the dedication of West Bay teachers, mentioning their early arrival, coaching roles, and constant efforts to improve their teaching skills.
- **Student reflections and engagement:** Scott appreciated the warm welcome he received from students and their reflective approach to learning. He also discussed various student activities and sports.
- **Professional development:** Scott shared information about professional development days focusing on numeracy and literacy and mentioned upcoming training on indigenous education.
- **Facility improvements:** Scott discussed recent furniture and equipment additions to the school and highlighted the flexible seating arrangements in classrooms.

Willy Wonka Junior Production

- **Kay Meek Theater:** scheduled for December 13th and 14th. He mentioned that ticket sales would commence in early November.
- **Ticket Pricing:** ticket sales would include a fee, as renting the Kay Meek Theater can be expensive due to the associated costs, such as technical checks and sound equipment.
- **Capacity:** the production would involve approximately 240 students from West Bay, and the Kay Meek Theater could accommodate up to 480 attendees per night. He assured parents that arrangements would be made to ensure that everyone had an opportunity to purchase tickets.
- **Support from the PAC:** Scott acknowledged the significant support from the Parents' Advisory Council (Pack) in funding the production, including contributions towards music expenses and other associated costs.

Spirit of Giving

- campaign at West Bay School is an annual effort to give back to the community, especially during the holiday season.
- The campaign typically focuses on providing support and assistance to families in need, both within the school community and in the wider community.
- The primary goal of this initiative is to promote kindness, generosity, and empathy among students and their families, teaching them the importance of helping those who may be facing challenges or hardships.
- The campaign often includes activities such as collecting donations of non-perishable food items,

clothing, toys, and other essential items that can be distributed to families in need.

- West Bay School may collaborate with local charitable organizations or food banks to ensure that the donations reach those who require assistance the most.
- Parents, teachers, and students often work together to organize and coordinate the campaign's activities, which may include donation drives, fundraisers, or volunteering opportunities.
- The campaign typically culminates in the distribution of holiday hampers or care packages to families identified as in need, providing them with essential supplies and festive items during the holiday season.
- Participation in the "Spirit of Giving" campaign is voluntary, but it encourages a sense of community and shared responsibility among the school's stakeholders.

Other Questions

Bathroom improvements: A parent raised concerns about bathroom facilities, particularly the faucets and stall locks, and Scott committed to addressing the issue with maintenance.

DPAC Report (Nikta Ardakani)

- DPAC General Meeting held on October 4th at the IOC, Inglewood Learning Center, South campus at Westvan.
- DPAC (District Level Parent Advisory Council) is open to all parents with children enrolled in Westvan public schools, focused on sharing information and representing parent views.
- DPAC meeting agendas are posted on the DPAC website, and they are currently seeking secretaries.
- DPAC aims to support local parent advisory councils (PACs) through better communication and idea sharing.
- Enhanced REC (Recreation) Board discussed, which oversees the REC Center, organizing events and volunteering opportunities for high school students.
- Superintendent Chris Kennedy reported on school capacity, enrollment, and various academies and district programs.
- Focus on enhancing student learning includes successful transitions, strengthening numeracy, and improving students' sense of belonging.
- Introduction of the "Feeding Future Food Program" with a budget of \$90 million per year, aimed at providing food access for students in need.
- Upcoming event: "Eating Community Teams" on November 1st at 9:15 AM, an interactive forum for parents to learn from each other.

Treasurer's Report (Kelly Chesko)

Where we are now

- As of Sept 29, 2023 we have spent \$10,518.50 of the \$46,300 budget.
- Application for the Gaming Grant for the 2023/24 school year was submitted last spring, we should get the funds within the next month - it is \$20 per child and can only be spent on certain types of activities (eg. School musical, gardening club). Last year we used the funds for the Fish art installation on the baseball diamond and the Beehive installation.
- Gaming Grant annual Report has been submitted to the Gaming Grant department

Projects/Items funded by the PAC in September:

- \$6000 to support the teachers in delivering their curriculum
- \$2500 for the principal's discretionary fund
- \$500 for first aid supplies
- \$1018.50 for music for the school musical (from Gaming Grant)

Trust Account/Gala Spend:

We raised \$70,705.00 during the class art auction at the Gala. Add to that the leftover funds from the outdoor space project which gave us \$75254.85 for the classroom enhancements. Furniture was ordered and is still incoming due to supply chain issues. So far we have paid 52929.51 and that leaves us with 22325.34. Some of the teachers had also asked to replace their very worn out rugs pending budget so it looks like we will be able to purchase those as well with the leftover funds. We do have some funds we held back in the general account from the silent auction that were in excess of what Michelle had asked for that we can transfer to the trust account and use for rugs.

The remaining funds in the trust account are for the friendship benches for 2 previous principals (Judy Duncan and Kim Grimwood) and the legacy gift from last year's grade 7 grad fundraising.

Grade 7 Grad Legacy Gift:

There is \$2,209.06 left over from Grade 7 Grad fundraising last year. The students were able to raise enough to pay for their grad, give \$2,500 to their sister school in Burnaby for their grad celebration and have some left over to leave a legacy gift at the school. The chair from last year's grad committee and the principal are brainstorming ideas. We will keep you updated.

Fundraising:

We do not have a large fundraiser planned for this year. Our main sources of funding this year will come from hot lunch and the Government Gaming Grant. We are hoping these and the small fundraisers we do throughout the year will support our budget. We appreciate all the support from our parent community.

Investment:

We have invested \$100k of the General Account funds into a 1 year cashable GIC to earn some interest as we don't expect to use those funds this year

PAC Committee Reports

Hot Lunch (Emily Wing)

- Emily Ring is the new Hot Lunch coordinator.
- Hot lunch orders are open until December 22nd, and credits are given for canceled orders.
- Orders must be placed by Monday at 5:00 PM the week before.
- Payments must be made within 24 hours, or orders will be canceled.
- Encourage children to report missing food to avoid hunger.
- Email the hot lunch email if your child's lunch is missing.
- Refunds require a record of the missing lunch.
- Hot lunch revenue is collected but varies due to vendor payments.
- Questions about hot lunch can be directed to Emily.

Other Events:

- The BBQ committee thanks volunteers.
- New volunteer email address for volunteering inquiries.
- Upcoming events include holiday hampers and a spring community event.
- Math club is parent-run with some teacher support.
- The snack program is currently for primary students but may expand.
- There may not be a second offering for apple sales this fall.
- Considerations for apple sales depend on the crop availability.
- Discussion about sharing apple cores for rabbits.

Next Meeting: November 22nd 9:15am