



West Bay PAC Meeting Minutes-7pm, November 14, 2024, Zoom Virtual Meeting

Neda Esmati	Bill Auyang	Scott Slater
Isabella Liu	Kelly Chesko	Alexis Omichinski
Lily Cai	Mitra Bashash	Pedro Lourenco
Leila Samei	Dan McKenzie	Becky Petez
Emily Miller	Payam Pournazari	Kristi Millius

November Agenda adopted by Kelly Chesko

October minutes adopted by Bill Auyang

PAC Business

Chair's Report (Neda Esmati)

Apple Fundraiser

- The first fundraising initiative of the year.
- Apples were delivered to families in the last week of October.
- A heartfelt thanks to everyone for their strong support.
- The fundraiser was very successful, contributing significantly to the PAC's goals.

Parent-Teacher Conferences

- The first parent-teacher conferences of the year were held in October.
- The conferences provided an opportunity for parents to engage with teachers about their children's progress and classroom experiences.
- Neda described the conferences as "amazing," highlighting the positive experience.

Feedback:

- Parents appreciated the opportunity to connect with teachers.
- Conferences facilitated meaningful discussions about student progress.

Importance:

- Emphasized the value of parent-teacher collaboration in supporting student learning.
- Encouraged continued engagement between parents and educators throughout the year.

Christmas Hampers

- Supporting 16 families at Westview (North Vancouver) and Edmonds (Burnaby).
 - Hampers are live; sign up and deliver items promptly.
 - Each division has specific items to collect.
 - Deadline for contributions: December 4th.
 - Send gift cards directly to Sue Berry at the office to prevent loss.
 - Wrapping event scheduled for December 6th.

Upcoming Events

- **Spirit Wear Distribution**
 - New items arriving next week; will be sent home with students.
- **Book Fair**
 - For Grades 1–7.
 - Parent Shopping Times:
 - November 18th: 11:00 AM – 12:00 PM.
 - November 21st: 9:00 AM – 9:30 AM.

- Students shop during library time and after school with families.
- Changes This Year:
 - No classroom wish lists.
 - Option to purchase gift cards (\$1, \$5, \$10) for teachers.
 - Profits support both Scholastic and the school's library programs.
- **Grade 7 Popcorn Fundraiser**
 - Date: November 21st.
 - To support the Grade 7 students in fundraising for their own graduation celebration.
 - Popcorn bags sold for \$2.
 - Proceeds support Grade 7 graduation activities and sister schools.
- **Purdys Chocolates Fundraiser**
 - Orders open now; deadline is December 2nd.
 - Delivery on December 13th at the craft fair.
- **Craft Fair**
 - **Date and Time: December 13th**, after school hours.
 - **Location:** The school gymnasium.
 - The Craft Fair is a cherished annual tradition at West Bay Elementary School that brings together the entire school community in a festive and collaborative spirit. Below are more detailed insights into this exciting event:
 - **Table Reservations:**
 - **Cost:** Tables are available for **\$10** each.
 - **Who Can Reserve:** Open to all parents, students, staff, and community members who wish to showcase and sell their items.
 - **How to Reserve:** Interested participants should contact the Craft Fair Coordinator, **Courtney Woodworth**, to book a table. If you have previously volunteered or expressed interest, your information will be forwarded to her.
 - **Items to Sell:**
 - **Arts and Crafts:** Handmade items such as jewelry, ornaments, paintings, and other creative crafts.
 - **Baked Goods:** Homemade cookies, cakes, pies, and other treats.
 - **Jams and Preserves:** Homemade jams, jellies, and preserves are popular items.
 - **Other Goods:** Any other items that might make great holiday gifts or contribute to the festive atmosphere.
 - **Student Involvement:**
 - **Grade 7 Students:** Actively participate by hosting tables, selling items, and assisting with the event setup and coordination.
 - **All Students:** Encouraged to attend with their families, and younger students may also participate with parental guidance.
 - **Event Activities**
 - **Shopping and Socializing:**
 - An opportunity for families to shop for holiday gifts while supporting local crafters and the school community.
 - A chance to meet and mingle with other parents, staff, and students in a festive setting.
 - **Purdys Chocolates Pickup:**
 - Orders from the Purdys Chocolates fundraiser will be available for pickup during the Craft Fair.
 - If you have purchased chocolates, you can collect them at this time.
 - **Festive Atmosphere:**
 - The gym will be decorated to reflect the holiday spirit, enhancing the overall experience.
 - There may be holiday music, performances, or other entertainment provided by students or staff.
 - **Volunteer Opportunities**
 - **Roles Needed:**
 - **Setup and Cleanup Crew:** Assisting with arranging tables, decorations, and restoring

- the gym after the event.
- **Event Helpers:** Supporting sellers, managing the flow of attendees, and assisting with various tasks during the fair.
- Positions available for Nowruz and Lunar New Year events.
- Craft fair volunteers connected with coordinator Courtney Woodworth.
- **Hot Lunch Coordinator Needed:** Seeking a volunteer to take over next year; training available in spring.
- **How to Volunteer:**
- Parents interested in volunteering can sign up through the volunteer link provided in the West Bay Wolf newsletter or contact the PAC Volunteer Coordinator.
- Your contact information will be shared with the Craft Fair Coordinator for scheduling and assignments.
- **Community Engagement**
 - **Family Participation:**
 - All families are encouraged to attend, even if not selling items. It's a wonderful opportunity to engage with the school community and celebrate together.
 - **Inclusivity:**
 - The event welcomes new families and is a great way for them to become more involved and connected with others at the school.
 - **Celebrating Diversity:**
 - Participants are welcome to bring items that reflect their cultural heritage, adding richness to the fair.
- **Additional Information**
 - **Promotion:**
 - Details about the Craft Fair will continue to be shared through the West Bay Wolf newsletter, classroom communications, and school announcements.
 - **Health and Safety Measures:**
 - The school will adhere to any health guidelines in place at the time to ensure the safety of all participants.
 - **Payment Options:**
 - Sellers may accept cash and, if possible, digital payments for convenience.
 - **Preparation Tips for Sellers:**
 - **Display:** Create attractive displays to showcase your items.
 - **Pricing:** Clearly label prices and consider offering items at various price points.
 - **Packaging:** Provide bags or wrapping if selling gift items.
 - **Engagement:** Be ready to interact with attendees, share the story behind your items, and make the experience enjoyable.
- **Grade 7 Graduation Fundraisers**
 - Grade 7 students fundraise for their own celebration and to donate at least \$1,500 to sister school Edmonds Elementary.
 - Support fundraisers like Purdys chocolates; 25% of profits benefit Grade 7 grads.
 - Suggest purchasing through the school instead of retail stores.

Principal's Report (Scott Slater)

- **Commemorating Ms. Ross**
 - Ideas Under Consideration:
 - Planting a magnolia tree in her memory.
 - Adding a purple clothing item (her favorite color) to the school spirit wear.
 - Establishing a scholarship in her name starting June 2025.
 - Creating a memory book with contributions from students, parents, staff, and alumni.
 - Staff sharing circle to honor joyful memories.
 - Respecting family's wishes not to hold a public event locally.
 - Invites additional suggestions from the community.
- **Introduction of New Grade 4 Teacher**
 - Ms. Patani starting on Monday.
 - Brings 20 years of IB teaching experience from Kenya and BC.
 - Experienced as an IB coordinator and evaluator.
- **Recent and Upcoming School Events**
 - Learning Conferences
 - Positive feedback encouraged; open to suggestions.
 - Foundational Skills Assessments (FSAs)
 - Completed for Grades 4 and 7; marking in progress.
 - Professional Development Days
 - October 25th: Focus on early literacy and math.
 - Recent Pro-D Day: Focused on Indigenous education and worldviews.
 - Remembrance Day Ceremony
 - Held virtually; featured student performances and presentations.
 - Triple Ball Season
 - Students demonstrating excellent sportsmanship and teamwork.
 - Upcoming Activities
 - Book Fair: Details as mentioned.
 - Popcorn Sale: November 21st; supports Grade 7 activities.
 - Grade 7 Performances:
 - Presenting on ancient civilizations in the gym.
 - More information to be shared with Grade 7 families.
 - Learning Updates (Report Cards):
 - Issued on December 13th.
 - Grade 7 Craft Fair: December 13th; supports Grade 7 graduation.
 - School-wide Sing-Along:
 - December 20th, early dismissal at 11:45 AM.
 - Celebratory event involving all students and staff.
- **Questions and Answers**
 - Someone asked about the lack of paper towels; concerns about hygiene.
 - Answer:
 - Hand dryers are installed in washrooms; paper towels provided in classrooms.
 - Paper towels were removed for environmental and budgetary reasons.
 - Mr. Slater will ensure all hand dryers are functioning properly.
 - Some asked about the possibility of adding grass to the gravel field area.
 - Answer:
 - The area is a district-managed all-weather gravel field.
 - Used for student activities and event parking.
 - Grass or artificial turf not feasible due to maintenance and environmental concerns.

Treasurer's Report (Isabella Liu)

- **Financial Overview as of November 6th:**
 - **Total Annual Budget:** \$52,000.
 - **Total Expenses to Date:** Approximately **\$11,600** spent.
- **General Account:**
 - **Current Balance:** Approximately \$100,986.
 - **Outstanding Checks/Pending Payments: \$17,195.**
 - These are payments that have been issued but not yet cleared.
 - **Available Funds After Pending Payments:** Approximately **\$83,700.**
- **Gaming Account:**
 - **Funds Received: \$8,080** from the BC government on October 2nd.
 - These funds are provided annually and are based on student enrollment numbers.
 - **Usage Restrictions:**
 - The gaming funds **must be used** for specific purposes as defined by the BC government's gaming grant criteria.
 - Eligible expenses typically include extracurricular activities, field trips, sports programs, and other student-centered initiatives.
 - **Planned Usage:**
 - The PAC will allocate these funds to qualifying expenses as opportunities arise throughout the school year.
- **GIC (Guaranteed Investment Certificate) Account:**
 - **Balance: \$100,000.**
 - This account is an investment that earns interest over time, contributing to the PAC's financial stability.
- **PAC Trust Account (Managed by the School Board):**
 - **Balance as of October 31st: \$5,324.**
 - **Previous Balance:** Approximately **\$6,574.**
 - **Recent Expenditure: \$1,250** deducted for the **Lexia Reading Rocks** program.
 - This program supports literacy and was implemented under the direction of prior principals.
 - **Purpose of Trust Account:**
 - Holds funds earmarked for specific programs or initiatives within the school.
 - Managed in partnership with the school board to ensure proper allocation.
- **Recent Expenditures and Checks Issued:**
 - **Hot Lunch Program Vendors:**
 - Payments made to vendors on a monthly basis.
 - **Foodie Kids:** Provides a variety of meal options for students.
 - **The Hungry Oven:** Another hot lunch provider offering diverse menu choices.
 - **Total Hot Lunch Payments:** Amount varies monthly based on orders.
 - **Administrative Costs:**
 - **PAC Zoom License: \$240.**
 - Enables virtual meetings and events, ensuring accessibility for all parents.
 - **Physical Education Supplemental:**
 - **Lacrosse Program: \$2,231.**
 - Funds used to enhance the PE curriculum with specialized equipment and coaching.
 - **Library Books:**
 - Purchased by **Ms. Hong**, the school librarian.
 - **Total Cost: \$340.25.**
 - Supports the expansion of the school's library resources, benefiting all students.

DPAC Report (Neda Esmati)

- **Attendance at Recent Meeting**
 - Pedro was nominated as DPAC Representative but could not attend the recent meeting.
 - Neda attended on his behalf.
- **Key Focus of DPAC Meeting:**
 - The meeting primarily discussed **mathematics and numeracy teaching methods** in schools.
 - A representative from West Vancouver presented on the topic.
 - Neda found the meeting enlightening and expressed that her perspective on how mathematics is taught has changed significantly.
 - **Insights Gained:**
 - Children are learning math from kindergarten in new and innovative ways.
 - The focus is on developing logical thinking skills rather than traditional methods that rely heavily on textbooks and homework.
 - The teaching approaches are different from the "old-fashioned" ways many parents might expect.
 - Acknowledged that many parents have concerns about how their children are learning math, especially when they don't see traditional homework or textbooks.
- **Future Plans:**
 - Neda has requested Mr. Slater to invite the representative who spoke at the DPAC meeting to a future PAC meeting, potentially in January.
 - The goal is to have this expert explain the current mathematics and numeracy teaching methods to parents.
 - This would help address parental concerns and provide a deeper understanding of educational approaches from kindergarten to Grade 7.
 - Mentioned an upcoming meeting at one of the high schools that parents are encouraged to attend or at least review the report from.

The next PAC meeting is scheduled for **January 16th at 7:00 PM**