

**WVSS PAC Executive Meeting**  
February 1<sup>st</sup> 2018, WVSS Conference Room

**PAC General Meeting – Vaping Speaker**

- Rob will add to the Website and add it to the calendar
- Steve will share with the Peer Helping class and make sure they share with younger students and their peers
- PAC will bring refreshments for the evening.

**Newcomers PAC Tea**

- March 6 – morning meeting for new families
- We will invite District staff who support new families to attend and ask a few parents to serve on a panel. Event will be Q & A and parents can write in or ask questions about services. Morag will share various resources through her network working with newcomer families.
- Will be put into newsletter and will see if we can promote via parents in ethnic communities in other language (Farsi, Mandarin, Korean?)

**Budget & Fundraising**

- Bian reviewed the current status and provided suggestions for how we can build a reserve and meet our upcoming needs
- SchoolCash Online contributions are held in the Trust account and bills must be given to District for payment with adequate backup and information about vendor, etc.
- Bian noted that with the District and there are specific rule about how receipted donations are handled
- Cheque writing campaign to raise funds for library via School Cash online with option for tax receipt or direct donation
- Idea for putting a sticker on the items we purchase
- Morag and Bian will look into our accounts with Margo at District to analyse and what the current holdings
- Bian suggested we explain parent donations have been minimal and the Gaming Grant has sustained the PAC
- Need to communicate to parents what we have spent on, what we want to spend on and what we need to fundraise for
- Other operating costs include staff appreciation, scholarships and Principal's Fund
- We need to keep a base of \$10K year to year
- Allocate funding for items such as uniforms, bus costs, etc and we should allocate a budget for PAC to spend
- Bian noted we have enough cash on hand to pay expenses and this will be put to the membership for consideration.
- Bian will budget \$500 for newcomer and \$1000 for education sub committees
- Items up to \$400 were approved to be paid from Trust Account we can fund immediately was supported by the PAC executive.

**DPAC**

- Hoon has been on DPAC for 7 years and

- DPAC has a budget of \$250 for parent education and we can look into sharing an event with the other 2 schools for a larger scale event and parent education session
- Farrah will connect with Rockridge and Sentinel
- Maari Swingel and iMinds may be a good option and how tech impacts brain development
- Hoon noted that the Rotary Club is looking for 20 student volunteers Interact Club, Youth Change Club, will look into if we can share this with students directly or if it needs to go via the school

#### **By-Laws Review**

- Abbie has provided the last version of the bylaws and her red lined suggestions and Cory is going to take the lead on making recommendation for updates and will circulate

#### **New Business**

- Rob asked about setting up WVSS PAC email so it can be accessed easily by phone
- Lisa suggested we include email for PAC in all future bulletins
- We will leave Secretary position open and ask for a volunteer to fill this role
- Lisa will serve as Education Committee chair and we will ask for Parent Engagement (Newcomer) committee volunteers and help them get started

Farrah, Lisa, Morag & Bian will go to bank to change over signing authority today.

Meeting adjourned at 10am.

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