

## Executive Meeting Minutes

Date: Wednesday September 25, 2024

Time: 10:06 AM

**Attendees:** Steve Rauh, Dana Sebal, Stephen Scali, Rickilla Landra, Alice Chang, Julie Bruford, Stephanie Lecomte, Debra Kimura, Liz Yoon, Joy Zhou, Paola Malvido, Pilar Gonzalez, Tammy Brockmeyer

### PAC Executive for 2024-2025 :

- **Co-Chairs:** Dana Sebal [REDACTED] Julie Bruford [REDACTED]
- **Vice-Chair:** Casey White [REDACTED]
- **Treasurer:** Stephen Scali [wvsspactreasurer@gmail.com](mailto:wvsspactreasurer@gmail.com)
- **Secretary:** Rickilla Landra [REDACTED]
- **DPAC Reps:** Amy Ng [REDACTED] Julie Cameron [REDACTED] and Joy Zhou [REDACTED]
- **Education & Athletics Council:** Joanne Lotz [REDACTED]
- **Website:** Alice Chang
- **Translators:**
  - Mandarin:** Emily (Xiao Yin) Wang [REDACTED]
  - Spanish:** Paola Malvido [REDACTED]
  - Farsi:** Parnian ("Peri Nouri") Khajehnouri [REDACTED]
- **Members at Large:** Leslie Macgregor, Debra Kimura, Wendy Wu, Emily Wang, Janny Fang, Peri Nouri, Francine Field, Catalda Van Dyke, Jenny Liu, Stephanie LeComte, Liz Yoon, Susana Varas, Jian Para, Pilar Gonzalez, Tammy Brockmeyer, Savita Chopra

## 1. Treasurer Report – Stephen Scali

- a. The PAC budget is in good standing. The PAC's fiscal year is June 01 – May 31. The treasurer's report covers 3 accounts (Trust, Gaming, General Operating).
- b. **The Trust Account** is run by the WV district and the balance at June 30, 2024 was \$6,262.62.
- c. **The Gaming Account** receives \$20 per student from the BC government. This is paid in October. It is only designated for sports, clubs, or grad related items and cannot be spent on academics. The last cheque written to the school from the Gaming Account was \$28,500 (for Grade 12 Grad Committee, Grade 8 Welcome Package, Safeteen Violence Prevention, uniforms and equipment for clubs and sports teams, competition fees and expense, transportation for extracurricular events, and house t-shirts).
- d. **The General Operating Account** receives funds from the PAC fundraising efforts (including online donations and fundraising events/programs). The last cheque written to the school from the General Operating Account was \$9,400 (for scholarships, principal's discretionary fund, staff appreciation lunch/recognition, parent/school events, and curricular purchases in support of the school).

## 2. Fundraising

- a. **Growing Smiles Fundraiser:** Dana asked Steve Rauh if we can use the South Campus Cafeteria for this plant fundraiser in December. Steve said that should work. Last year, we ran this event from the North Campus Office and parents had great difficulty navigating traffic on Mathers to pickup orders. We are hoping for volunteers to oversee this December fundraiser.
- b. **Tru Earth Fundraiser:** Julie Bruford is leading this new subscription-based fundraiser. Parents can order a variety of household products with Tru Earth and the PAC gets a percentage of the subscriptions we bring in. Existing customers can move their subscriptions over to the WVSS PAC. A Tru Earth link will be included on the website and mentioned soon in the WVSS Bulletin. Tru Earth products are eco-friendly and made in Canada.

- c. **Gift Card Fundraiser:** Dana explained that we will soon be launching a gift card fundraiser (cards to major retailers and service providers). The PAC will get a percentage of gift cards generated from our efforts. Parents can order gift cards individually and receive them in the mail. Large orders can be potentially run through a school pickup system but we are only expecting to process individual orders for now.
- d. **School Cash Online** – Optional PAC donations will be set up again this year. Expect to see it soon.

### 3. Co-Chair Report – Dana Sebal & Julie Bruford

- a. We are looking for some volunteers to run the **Staff Appreciation Lunch:** June 2025 (TBA).
- b. Dana and Alice reported that we now have an **Administrative PAC email** address.
- c. Dana inquired about the possible fundraiser for a new storage shed at the track construction site. Steve Rauh explained that we don't have placements figured out yet so this will wait for another year.
- d. Last year we were not able to use the [potential] \$500 WV district traffic grant due to all the construction around the school. Note: the district did not agree with our proposals for the application of this grant. We may revisit this in 2025 when the construction is completed and traffic on Mathers returns to normal.
- e. Dana circulated the PAC contact list so that members could update their phone & email information.
- f. Dana presented a list of upcoming meetings for the 2024/25 school year:
 

General/Welcome Coffee Meeting 1:	Wednesday September 25, 2024 (today), 9 am
Exec Meeting 1:	Wednesday September 25, 2024 (today), 10 am
DPAC Treasurer Meeting:	Wednesday September 25, 2024 (today), lunchtime
Exec Meeting 2:	Wednesday November 06, 2024, 9 am
General Coffee Meeting 2:	Wednesday January 22, 2025, 9 am
Exec Meeting 3:	Wednesday April 09, 2025, 7 pm (tie in with DPAC?)
DPAC Speaker Event:	April/May 2025 (TBA)
AGM:	Wednesday June 04, 2025, 7 pm
Exec Meeting 4:	Wednesday June 04, 2025, 8 pm?
Staff Appreciation Lunch:	June 2025 (TBA), 9 am setup

### 4. Principal's Report – Mr. Steve Rauh

- a. **Track Construction Update:** this project is proceeding on schedule with completion expected by the end of November 2024. The rubberized track is set to be adhered in September/October (temperature dependent). Artificial turf will be installed after that, in October. The road to South Campus and the student parking lot should both be open in November. Traffic on Mathers will return to 'residents only'. The next project will be a dry bubble where the gravel field is currently located, South of the track.
- b. **Cell Phone Ban:** Steve addressed this during the earlier general meeting in the cafeteria. So far, students are dealing with the new mobile devices rule well. During the Meet-The-Teacher evening last week, teachers reported that they are happy to have less distractions in the classroom.
- c. **Student Enrollment:** numbers are up this year (1,382 – 1,385). Last year there were 1,326 students. 35 of these additions are grade 8's. Increased enrollment means the school has more funding and timetable flexibility. There are also more singleton classrooms.
- d. **New Course:** Mr. Vick Lo is now teaching a new jewelry course in the machine shop. It is popular already.
- e. **New staff:** There is a new support teacher (Laura Eerik?). Steve is still searching for a new French teacher.
- f. The IB retreat went well. The grade 8's are adjusting nicely.
- g. **Remembrance Day Ceremony:** Steve is not sure if staff will hold an assembly or repeat the video concept which worked very well last year. There is no space for all 1,385 students to gather at one time, whereas

the video can be watched in all classrooms at 11 am on November 11. In the past, woodwork students have volunteered to make and install wooden crosses to replace aging crosses at the West Van Cemetery. World War II Veterans are aging too; it is becoming increasingly more difficult to find vets (through the Legion) who can speak with students about their combat experience. Julie added that her husband is in the military and may have suggestions.

## 5. Questions

- a. Tammy made a brilliant suggestion of selling school merchandise at sporting events. Steve says we currently have a limited supply of WVSS clothing. The school usually orders 3 times per year and makes an order form available to students. Jo-Anne McKee is the merchandise coordinator. Email: [jmckee@wvschools.ca](mailto:jmckee@wvschools.ca). Tammy will investigate this possibility.
- b. WVSS App query: Liz found a flaw in the app. Parents cannot access school sports clubs and tournaments from the "Clubs/Groups" tab on the bottom of the screen. While the link worked on Steve Rauh's app, it did not work on parent's apps. The link on the Home page "WVSS Athletics, Highlander Pride" does work. Steve will show this issue to Sophia Frith, who oversees the website and the app.
- c. Members wondered if it is possible to add Terry Fox donations to WVSS. Steve is currently not sure.

## 6. Actions

- a. The next WVSS Executive PAC meeting will be Wednesday November 6, 2024.
- b. The first DPAC meeting will take place later today. Joy may have a DPAC report ready in October and can discuss it at our November meeting.

## 7. Meeting Adjourned at 10:41 AM