

**Strawberry Vale Elementary PAC
General Meeting Minutes
Wednesday April 13, 2016**

Call to Order (Kathy)

6:40pm

In Attendance: Kathy Rowbottom, Jeni Mason, Corwin Sikora, Kristina Andrew, Tamara Pillipow, Moira Chambers, Cindy Sanderson (Principal) Emma Marley (Vice-Principal)

Approval of minutes: February 2016 meeting - Moved Jeni Seconded Corwin Approved

Approval of agenda: April 2016 meeting – Moved Kristina Seconded Tamara Approved

Correspondence/Feedback

Received a request from VCPAC – a survey about Emergency Equipment & Resources – Emma is working on this now...thank you, Emma!

Administration Report

Cindy / Emma

2016/17 School Year Update –

- Currently 300 kids enrolled; plan is for 13 divisions.
- The new teacher who will replace Mr. Ross will be teaching Grade 5 – Mrs. Brookes will be teaching grade 4 next year.
- Parents are being given an opportunity to provide input on the best learning environment for their kids, which will be considered during class placement.

Nature Play Perimeter Pathway –

- Planting is underway in the edible garden, gardening equipment has been purchased. The Garden will be named for retiring teacher Lenny Ross, who spearheaded much of the work to create the nature based learning environment at the front of the school, including the forest and the pond. This will be part of his legacy at the school.
- Aboriginal long house – The Sikora family has donated logs, an aboriginal man from Saanich will help with debarking and blessing ceremony that precedes the debarking, pieces of bark will be left for kids to experience; kids will see the blessing; quote for \$11K to construct and dig holes – school/Corwin Sikora are exploring ways to reduce cost.

District Wide Goals

- The School District has 5 broad goals: goals for district to help learners become able.
- New Superintendent Piet Langstraat has indicated he wants the level of technology to be equitable and sustainable:
- There is a Technology for Learning Strategy which includes goals of:
 - Mounted projector and screen in every classroom in every school.
 - Teachers will get laptop, replacing desktop computers,
 - Education Assistant will get chromebook,
 - Students will get iPads.
- The district can't afford to do this all at once, so will go by school families – starting in Esquimalt.
- Not sure when our family of schools will be up.
- For more information about this, you can read the technology strategy on the VCPAC website:
<http://www.vcpac.ca/component/jdownloads/send/118-resources/746-technology-for-learning-strategy>

Wizard of Oz – Students and staff working very hard preparing for the school musical, everyone is very excited.

Mr. Ross' Retirement

- Plans are underway for how the school will celebrate Mr. Ross's retirement.

Executive Update

Kathy

VCPAC Meeting – April 26 – Cedar Hill (AGM) 7-9pm – Tam will be attending

Budget update – Jeni and Tam have sent the rest of the Budget Committee the projected costs for our programs and events. Corwin and Kathy will be reviewing it and giving feedback. The next step is a budget with the income for each program and event listed in addition to the costs.

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Constitution & Bylaws update – Kathy has made a number of edits to the Constitution and Bylaws. She will be sending them to Brenda, who will add her edits. We'll then discuss and present to exec before bringing it back to the PAC; We are not a registered charity; we are a non-profit, but are not required to submit anything to BC Registries when we make changes.

Budget Needs Letter – VCPAC – received an email from VCPAC asking us to give input – we will send a response

PAC AGM - May

- At the AGM in May, we'll be electing a new executive; please talk to one of the current executive if you are interested in finding out more.
- Considering Incentives to increase attendance
- Some of the Current executive are stepping down from their positions – Moira is stepping aside as Secretary. Kathy has someone in mind who may take on this roll.

Treasurer's Report

Tamara / Jeni

March status quo; spring break working out 2016/2017 budget - \$13K reserved for next year – to help with anticipated costs and teacher's classroom fund. Gaming grant doesn't usually get approved in October, so need a healthy balance to start the year. Still some costs coming out this year. Proceeds from 50/50 at the Victoria Royals is being kept in separate line of budget as there are very specific rules of how this money can be spent. Can only be used for Grade 5 grad or field trips. Profits from ticket sales can go in general bank account.

Event Reports

Kathy for Lisa Teschke

Scholastic Book Fair –

- February Scholastic Book Fair (80% commission) brought a total of \$2508.42 of Scholastic books into the library.
- New set up was well received by teachers, students and parents who reported that the increase in space made for a more comfortable shopping experience.
- It was suggested that we alter our layout to include a stair-free access for wheelchairs and strollers. There is a plan to accommodate this request for future fairs.
- Our fourth attempt at using the Classroom Wish List feature supported by Scholastic was not very successful. It is difficult to create the lists with the faculty members and to disseminate the requests in a way that everyone is comfortable with. We wish to change the program to allow a more generalized donation system, including both direct book purchase for classrooms and monetary donations. Books will be chosen by Mr. Ritchie and displayed at the cashier for shoppers to choose when leaving if they wish to donate a book and a cash based donation jar will also be made available at the cashier.
- The Golden Ticket style giveaway was used to give 4x\$10 gift certificates away to students, though it was difficult to execute the delivery as not every classroom is present for announcements (field trips, etc.). In order to continue this style, there may need to be a change in how the prizes are distributed. We may wish to change back to an entry style contest. Any creative ideas how to use the \$60 to promote excitement for the Scholastic fairs are welcome!
- The idea of having a feature where the PAC can sell gift certificates for the fair ("book bucks") has been suggested. This would be a good way to promote our fairs during the year and to possibly increase sales. The use of this type of system could be very beneficial for our next fair with Russell Books. If we were to run a Book Buck program, it would be important for us to begin before April is over and to promote/sell starting in May for the two weeks prior to the upcoming fair.

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- The next fair is with Russell Books! The fair begins with book delivery May 11, four full days of shopping as per the usual by-class and everyone-welcome systems from May 12-May 17. The display will be different, but we will maintain our new open space setup.
- Motion to provide \$10 Book Fair Gift Certificate to each class – teachers will hold raffle of some sort to award to a student. Moved Moira Seconded Tam Approved
- PAC reiterated thanks to Lisa for amazing job she does with book fairs, and support for Lisa to make decisions about details about layout, advertising and how the fairs run.

Victoria Royals Fundraiser –

Moira for Jeni, Tamara, Moira, Rob

Learned a lot from our first Royals Fundraiser, profit of more than \$2500.

Will try to get again next year. If we do, more onus will be put on parents to help sell tickets, start selling tickets earlier, a few more volunteers to sell tickets.

Mother's Day Flowers –

Kathy for Alex Gilbert

usually makes 600-800 dollars; 69 plants on order

Planning for upcoming activities

- **Fun Day** – planning will need to begin around end of April – Moira is looking into Mini-Mudders and Funtime Inflatables; need coordinator. Fun day is Friday June 3.
- **Motion for \$500 for FunDay to cover rental costs. Moved Tam, Seconded by Jeni Approved.**
- **School Supply orders** – Alex Gilbert is coordinating; usually starts before March break; lists compiled and sent to Alex
- **Staff Appreciation Luncheon** – mid-May begin preparations, once date set, will need some volunteers – June 10th
- **Motion for \$500 to cover costs, including \$75 for decorations – Moved by Corwin, Seconded by Jeni – approved**
- **Grade 5 Luncheon** – grade 5 teachers organize the ceremony; PAC provides financial assistance for the luncheon – Treasurer note – this can come out of gaming, including Royals 50/50 proceeds). Organizers please note there are table cloths, decorations and plates in the PAC cupboard. **Motion for \$500 to cover costs, moved by Kristina, Seconded by Moira – approved**

Program Reports – As needed *(Updates/Feedback/Action Items)*

Class Reps, Child Alert, Lice Check, Earthquake Kits, Fruit & Veggie program, Treat Day

- Need new Child Alert Coordinator for next year. Bev Sikora may take on this role
- Fruit & Veggie Program Coordinator – Marni Murphy has agreed to stay on
- Treat Day – next treat day is April 22
- Parent Education Coordinator –no update

Old / New Business

- **Technology Replacement Fund update** – discussed at exec– this year is fixed – it's for the repair or replacement of existing hardware for the students; it will be on the table for next year's executive to discuss
- **Gaming 101** – *Tamara- move to May or June meeting*
- **Parent Education Fund** – will apply again in May – first grant for spring and second in fall;
- **Fundraising opportunities**
 - **Western Speedway** – *Corwin*

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got email from Corwin (paper) – all of their 50/50 goes to the firefighters; checking to see if this is an option for us, new manager has changed program somewhat, checking if PAC would buy the tickets and then resell, or if we only pay for what we sell. Corwin checking.

- **Request from Eagle View PAC** – agreement to lend some of our games to Eagle View for their Spring Fair. (We also borrow their games such as Angry Birds ☺)

Other business/announcements/questions

- PAC is pursuing sale of popcorn machine, no longer use it, and it takes up a lot of space in the PAC cupboard
 - Motion for \$200 to purchase PAC retirement gift for Mr. Ross. Moved by Tamara, seconded by Kristina. Approved.
 - Sub-committee of Jeni, Kristina and Moira have agreed to review all PAC fundraising activities, will seek parent input, and make recommendations to incoming PAC on if any of our events should be modified, updated, cancelled or replaced.
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Next PAC Meeting: Wednesday May 18, 2016 at 6:30PM

PAC Happenings for April - June

- Qoola Treat Day on Earth Day / Blue & Green Day – Friday April 22nd
- Qoola Treat Day on Favourite Person Day – Friday May 6th
- Mother's Day Flower Baskets – pick up May 5
- Scholastic Book Fair – Thursday May 12th – Tuesday May 17th
- Fun Day – Friday June 3rd
- School Supply orders – First week of June (delivery in September)
- Staff Appreciation Luncheon – Second week of June
- Grade 5 Luncheon – coincides with grad ceremony