

**Strawberry Vale Elementary PAC
Annual General Meeting Minutes
Wednesday May 18, 2016 @ 6:30pm**

Call to Order - Kathy

6:37pm

Attendance: Moira Chambers, Sarah McColl, Kathy Rowbottom, Tamara Pillipow, Jeni Mason, Brenda Knox, Roberto Rael Ruffollo, Corwin Sikora, Kristina Andrew, Whitney Drinkwalter, Emma Marley, Cindy Sanderson.

RECOGNITION – Small gifts and thanks to outgoing PAC Contributors

Brenda Knox – Last year as Past-President

Tamara Pillipow – Last year at SVE, served as Treasurer for two years, and mentored Jeni Mason in role this year

Jen Moniz – many years as Child Alert coordinator, class rep extraordinaire!

Approval of agenda: May 2016 meeting

Moved by Tamara, Seconded by Brenda Approved

Approval of minutes: April 2016 meeting

Moved by Brenda Seconded by Kristina Approved

Correspondence/Feedback

Thank you note from Ann George for the butterflies

Teacher's Report

Cindy for Ann

Thanks for Butterflies – being released in a few days – kids from many classes got to enjoy them

Admin Report

Cindy / Emma

- Nature Play Perimeter Pathway Update: The Aboriginal house coming together. Trees donated by Sikora family have been debarked. It will be complete before the end of the school year. Planning is underway for an all school ceremony to open, including blessing from Elder.
- Aboriginal component of new curriculum is significant, including on residential schools. Teachers will get guidance on how to teach it respectfully, on the first pro d of next year. Lots of staff went to school board resource centre for aboriginal education.
- Earned WildSchool Grant, it is a 3 year commitment. Provide special workshops for teachers on professional development days next year of infusion of nature into education. Looking at same goal next year to use nature experience to educate the heart and mind of each child while facilitating growth in writing skills.

Executive Update

Kathy

- **VCPAC AGM – Update – Tam**
BCCPAC motion for the government to provide money to school districts to cover the cost of technology needed by teachers for the programs they are being asked to use. For example, Fresh Grade.
- Discussion about needed upgrades to computer networks for schools, cost of which has been downloaded onto the districts.
- Tamara Pillipow has been elected VCPAC Director. Although she will no longer be a Strawberry Vale parent next year, she will provide us with updates. Note that the executive still has a vacant position for VCPAC Representative for SVE. Involves monthly meetings on Tuesday evening. Please let PAC executive member know if you are interested in taking on this role.
- Hannah Gough and Francisco Munoz have won the VCPAC "Parent's Choice Award", which will be presented at the VCPAC meeting on Tuesday May 24th.

Budget update

Jeni

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- We have a draft budget – it's being reviewed and revised
- The new executive at the June meeting will review the budget and discuss some key concepts, since they will be responsible for financial accountability
- One suggestion Jeni has heard is to have 2 classroom funding sub-budgets – one with and one without the gaming grant funds
- Gaming grant has been applied for, but final word on whether we will receive it does not usually come until late September or early October.

Constitution & Bylaws update

Kathy

Recommendation to change quorum in bylaws was taken to the executive.

- Decision was made that for a General meeting, quorum = 50% the executive plus PAC members in attendance. Any school parent is a member of the PAC.
- Executive meeting , quorum = the executive members in attendance

ELECTIONS

Brenda

- Moira nominates **Kathy Rowbottom** as **President**.
Kathy Rowbottom accepts. No other nominations, Kathy elected by acclamation.
- Moira nominates **Kristina Andrew** as **Vice President**
Kristina Andrew accepts. No other nominations. Kristina elected by acclamation.
- Tamara nominates **Jeni Mason** as **Treasurer**
Jeni Mason accepts. No other nominations. Jeni elected by acclamation.
- Kathy nominates **Sarah McColl** as **Secretary**
Sarah McColl accepts. No other nominations. Sarah elected by acclamation.

The following **Members-at-Large** were also elected to the PAC executive:

Corwin Sikora

Whitney Drinkwalter

Moira Chambers

Roberto Rael Ruffolo

These volunteers have agreed to be Coordinators for designated PAC events/programs

Bev Sikora – Child Alert

Moira Chambers - Spring Fair

Jeni Mason - Lice Check

Kristina Andrew - Class Reps

Marni Murphy- Fruit and Veg

Moira Chambers - Earthquake Kiosk/Disaster Preparedness

Leanne Kopp - Treat Days

Vacant - Entertainment Book

Treasurer's Report

Jeni / Tamara

Applied for gaming grant

Reminder to year end event coordinators to get in receipts by end of school year.

Event Reports *(Updates/Feedback/Action Items)*

Mother's Day Flowers –

Kathy for Alex

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Great feedback on the quality, and the wholesalers were awesome to work with! They're a great company and are located right behind our school.

Monies Brought In	\$1952.56
Expenses (Cheque to Holland)	\$1159.77
Total Proceeds	\$792.79

Book Fair –

Kathy for Lisa

Our first book fair with Russell Books was fantastic. Great to work with a local retailer, lots of different options from Scholastic Fairs, provides a richer variety of books for the library and Mr. Richey was most appreciative. Note that the Russell Books fair requires more volunteer set up, good lesson for next time. Sales were about even with Scholastic. Financials will be reported out in June.

Fun Day—Maddie , Basanta, Kamal are organizing

Committee met with Brenda

Jenn from Wholly Fit has graciously agreed to provide an obstacle course for the kids for minimal cost (\$100) Bouncy Castle is booked from Funtime Inflatables, requested freezie donation from Quality Foods. Committee advised to check PAC cupboard early to assess what supplies are needed.

School Supply orders—Alex

Forms have been completed and are now in our office's capable hands. Karen and Cindi will post to the website and send out the info to parents. There were a couple of glitches as Staples says they are not carrying certain brands the teachers requested. Karen will consult with the teachers and revise the list as needed.

Staff Appreciation Luncheon—Kristina, Kathy

- Staff appreciation luncheon
- Approved \$75 budget for decorating (Francisca)
- Approved \$425 for food, catered by Chef Mike and Kristina.
- Need parent volunteers for food prep and serving
- Planned for Friday June 10th.

Grade 5 Luncheon—Kathy June 22nd

- Kathy, Tamara, and class parents working with Grade 5 teachers to organize
- PAC provides up to \$500 for food
- Note these costs can be covered by Royals gaming fund.

Entertainment Books—Brenda

- Talking to a couple of parents who might take on this fundraiser for next year.
- Meeting with Entertainment Book representative at the beginning of June.
- Involves three weeks of work, with a little bit each day.
- Looking for someone to work with Brenda this year, to take on for future years.

Program Reports

- Class Reps: Kristina - Changing system next year, class rep coordinator will send out school wide PAC notices to ensure everyone is getting info.
- Child Alert – Bev Sikora to coordinate next year.
- Lice Check – had to recheck one class last week – all clear ☺

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- Earthquake Kits - looking for an opportunity to work with local emergency kit distributor on discount for ready made kits to SVE parents.
- Fruit & Veggie program feedback – if can be distributed before first recess it would be best.

Old / New Business

~7:30pm

School calendar 2016/2017

Kathy

Setting date for Back to School BBQ – need coordinator

Monster Ball Oct 20th

Moving Movie Night from November to February

**Motion to move PAC meetings next year to 2nd Wednesday of the month. Moved by Kristina.
Seconded by Corwin. Approved.**

Fundraising Review Committee—

Moir, Jeni, Kristina

met June 11; will bring results of their discussions to our June meeting

Parent Education Fund –

Brenda

Final application goes in next week.

Kindergarten Orientation—

Kathy

Kathy to attend Kindie Orientation May 26, tell them what a PAC is, take Thrifty smile cards, invite parents to June PAC meeting; let them know about welcome back bbq and what it is; coming to a PAC meeting is the best way to know what's going on at the PAC; Kathy will send around a piece of paper to get their email contacts list so we can follow up with PAC info when they are not so overwhelmed with new information.

Other business/announcements/questions

Adjourned 7:55 woot woot

Next PAC Meeting: Wednesday June 15, 2016 at 6:30PM

PAC Happenings for May - June

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