

Strawberry Vale Elementary PAC
Meeting Minutes
Wednesday, June 14th, 2023 @ 6:30pm



1. Call to Order

- 1.1. Territorial Acknowledgement
- 1.2. Welcome / Introductions
 - Meeting called to order at 6:34 pm
 - Attendees: Scott Thomas, Christine Patterson, Sam Jassal, Andrew Balo, Melanie Styles, Chantelle Bowden, Danielle Grbavac, Jack Buchanan, Laura Bey, Tanya Strubin, Desiree Wright
- 1.3. Approval of minutes: May 2023
 - MA: Desiree; Seconded: Chantelle
- 1.4. Approval of agenda: May 2023
 - MA: Danielle; Seconded: Chantelle

2. Guest Spotlight

N/A

3. Teacher's Spotlight

N/A

4. Admin Report

Scott Thomas / Christine Patterson

- Track & Field: There were 17 students who made it to City Finals. The grade 5 girls were the City Champions for relay.
- June 15th: Members of the Pacific FC are visiting the school.
- June 23: Free pizza lunch for all the divisions who raised \$500 or more for the Walk-a-Thon.
- Teachers are busy wrapping up the curriculum, going on end-of-year field trips, and writing report cards.
- Admin has been busy finalizing class lists for the 2023/2024 school year.
- The grade 5's are in full transition mode into middle school.
- Enrollment at SVE for the 2023/2024 school year has increased from 250 to ~280 students. This increase is due to there being 3 full kindergarten classes as well as new families that have moved into the catchment. There are no out of catchment students this year.
- There are 12 staff members on temporary contracts who are leaving SVE and 1 teacher, Mrs. Ross, who is retiring after this year.
- Scott discussed that for the past 6 months admin, along with input from the staff, have been working on creating a new goal for the school. As there are lots of staff transitions and new families entering the community, it is a good time to redefine what our school's goals should be. This is a process that will most likely take a good chunk of next year to define what the new goal will mean at the school level.
- Scott and Christine thanked everyone for another great year at the school. All the events were successful and this year it truly felt like things are back to normal.

5. Executive Update

Sam Jassal / Chantelle Bowden

- Melanie to include in the weekly message from the PAC a 'thank you' to all the families who are leaving SVE who were either on the PAC or volunteered to organize and execute events.

6. Treasurer's Report

Andrew Balo

6.1. 2022/2023 Budget Update

- Updated YTD revenue and expenses were presented.
- Currently have close to \$46K in all accounts combined, but have a number of outstanding commitments including the classroom funds, the benches and bike racks, the Gaga ball pit, the school sign refresh, and staff appreciation lunch and gifts.
- Application for the gaming grant is due at the end of June. Funds will be transferred by July 31st.

6.2 Fundraiser Update

- 6.2.1 May Fun Lunch - Net profit of \$510. Combined profit from the 5 fun lunches this past year totalled ~\$2800.

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7. Funding Requests

- Discussions from the May meeting will continue into September. These discussions included:
 - 1) Opening a high-interest bank account to start saving for larger projects around the school such as replacing the playground equipment;
 - 2) Bus Fund - The PAC allocating budget to each classroom to help with the cost of 1 field trip;
 - 3) PAC allocating budget to revitalize the garden and pond;
 - 4) Increasing the classroom fund due to inflation; and
 - 5) Inviting staff to the PAC meeting in September to give their thoughts on what would be more valuable: bus fund, revitalizing the garden and/ or pond or increasing the classroom fund.

8. PAC Upcoming Event Reports (updates / feedback / action items)

8.1. Fruit & Veggie Program	Chantelle Bowden	<ul style="list-style-type: none"> • Due to program funding issues, it was decided to not go ahead with this program for the 2023/2024 school year. There may be a chance to bring back an SVE version of this program through a PAC funded fruit basket. Down the road, local businesses may also reach out and offer to provide produce.
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9. Updates: Program Reports (updates / feedback / action items)

9.1. FaceBook	Jasmine Jassal	<ul style="list-style-type: none"> • Recognition of those families leaving SVE for middle school who participated/ volunteered/ organized PAC initiatives and events will be posted. • Posts can be made on Facebook and will either be approved or denied by Jasmine Jassal. Please email Jasmine directly for anything related to Facebook (<i>her email can be given by emailing the PAC</i>).
9.2. Parent Education	Tanya Strubin	<ul style="list-style-type: none"> • Discussion around having PE topics related to our new school goals. • Discussion around sharing future PE topics with other schools to increase attendance. • With regards to Island Sexual Health, discussion around if this topic needs to be presented every year to parents. Instead, the link with the recording from 2022's presentation can be sent to grade 5 families before the students receive their sessions. • The idea of sending a survey to SVE families around what PE topics they would like to see will be revisited in September.
9.3. Fun/ Hot Lunches	Melanie Styles	<ul style="list-style-type: none"> • Fun lunch schedule presented to the group. Dates proposed are: <ul style="list-style-type: none"> ○ November 24 ○ December 8 ○ February 23 ○ April 26 ○ May 24 • Discussion around having fun lunches in October and

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		January. Due to October being “event heavy” and January being a shorter month due to the new holiday schedule, it was decided to keep the fun lunches to the 5 dates listed above.
9.4 Book Fair	Laura Bey	<ul style="list-style-type: none"> • Book fair in May grossed ~\$4400. • \$1150 in school account for Mr. Ritchie to use in the library. • Next book fair is scheduled for November 6-8th (Scholastic). • Russell Books book fair to be held in spring 2024.

10. Old / New Business

0.1. Buddy Benches	All	<ul style="list-style-type: none"> • To be discussed in September.
0.2. Bike Racks	All	<ul style="list-style-type: none"> • To be discussed in September.
0.3. Gaga Ball Pit	All	<ul style="list-style-type: none"> • To be discussed in September.
10.4 School Sign	Chantelle Bowden	<ul style="list-style-type: none"> • Pole and letters will be purchased from Amazon (Chantelle). • Melanie to reconnect with Houston Signs to ask about a sign refresh.
10.5 Playground Replacements	All	<ul style="list-style-type: none"> • To be discussed in September.
10.6 Home Alone Program	Scott Thomas	<ul style="list-style-type: none"> • The grade 4’s and 5’s had a session in May. Feedback from Scott was that there was very little student engagement, there was too much writing, the materials were dated, and it was 3 hours long (which some students are not able to do), and parts of the presentation were rushed due to time constraints. Moving forward, this presentation needs to be restructured. • It was decided to only run this program for the grade 4’s moving forward. • Tanya and Chantelle will research if there are other facilitators who run this program.
10.7 Art Cards	Danielle Grbavac	<ul style="list-style-type: none"> • To be discussed in September.
10.8 Island Sexual Health Sessions	Robyn Hiensch	<ul style="list-style-type: none"> • Grade 4 and 5 maturation sessions booked for February 1st & 2nd, 2024. • Discussion around offering age appropriate sessions to the K-grade 3 students. Issue is around if this topic fits in with the K-3 curriculum. It was decided to keep this discussion open.
10.9 Community Value Books	All	<ul style="list-style-type: none"> • It was decided to continue with this fundraiser for next year. • Chantelle to take the lead on this for next year.

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		<ul style="list-style-type: none"> Melanie to email contact for this fundraiser to get SVE on the list.
10.10 Toy Drive	Chantelle Bowden	<ul style="list-style-type: none"> To be discussed in September
10.11 Welcome Back BBQ	All	<ul style="list-style-type: none"> Booked for Thursday, September 14th Planning details to be discussed at September's meeting.
10.12 Teacher Appreciation Lunch / Teacher Recognition	Laura Bey/ Melanie Styles	<ul style="list-style-type: none"> Scheduled for Tuesday, June 20th Platters have been ordered from Thrifty's, M&M Meat Shops, Eagle Creek Sushi. The PAC executive approved increasing the budget for this from \$500 to \$600. Melanie and Laura to set up the lunch at 11am and take down after school. <u>Bev Ross Retirement Gift</u>: PAC will contribute \$125 to the gift card the school is purchasing. PAC contributing \$125 for Parachute Ice Cream gift cards to the 12 departing staff members.
10.13 AGM	All	<ul style="list-style-type: none"> Current executives abdicated their roles. Nominations and voting held. The following members will be the PAC executive for the 2023/2024 school year: <ul style="list-style-type: none"> ○ President: Sam Jassal ○ Vice President: Chantelle Bowden ○ Treasurer: Andrew Balo ○ Secretary: Melanie Styles

11. Next PAC Meeting

Wednesday, September 13th at 6:30 pm.