

PAC – PARENT ADVISORY COUNCIL

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Date: October 16, 2019, 6:30 pm

Location: General Wolfe School, South Hill Elementary School library

Agenda

PAC MEMBERS (in order of sign-in sheet):

George Kyriakelis, Lori Montgomery, Robbin Simao, Stephanie Willox, Susie McRae, Maria McClean, Katie Stevenson, Serena Verma, Adam Rucker, Caroline Bonshor

PAC Executive:

- Donna Rayner, Co-Chair (regrets)
- Hope Walker, Co-Chair
- Kemp Edmonds, Vice Chair
- Jaimini Thakore, Treasurer
- Claire Wilson, Secretary

Administration/Teachers: Nancy Bourque, Principal.

1. **Welcome and Call to Order** – Hope Walker

2. **Approval of September 2019 minutes**

Moved Kemp Edmonds	Seconded Susie McRae	Carried
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3. **Administration / Teacher Report: Nancy Bourque**

Nancy provided both the administration and teacher report as, unfortunately, Ms. Andrews was unable to attend. Nancy read out a thank you letter to parents from Ms. Cameron, who is very pleased with the new flip-top and white board tables funded by the PAC. The tables are located in the library. Ms. Cameron stated that the tables are versatile and increase the functionality of the space.

Nancy thanked the Walkathon organizing committee and volunteers. The walkathon was a very good community event. The kids had lots of fun and were proud of their fundraising efforts.

The class review process begins this month. Nancy, and the resource and classroom teachers will review factors such as the needs and strengths of each class, and how best to support students and teachers. The review will start with grade 7 classes after the Professional Day and then continue down to Kindergarten. Foundational Skills Assessments take place for grades 4 and 7 this month, ending Nov. 21. Parents of students in those classes will receive information about the FSAs.

The student vote is on Friday, October 18 (grades 5-7). A national organization called Student Vote puts on the event and even organized the local candidates to visit Wolfe for a debate. The students receive the same type of ballot as

adults in order to vote in a mock election. The results will be released nationally the day before the Federal election. Nancy noted that the students are excited, and it has been a beneficial experience generating lots of productive discussion. Parents commented that after the candidates' visit, their kids came home with lots of questions and appearing engaged. Kudos to the teachers who arranged this event.

Lots of clubs and sports have started or are starting this month.

- Mr. Mathewson has started senior band, grades 6-7, and choir, grades 2-5 (60 students signed up).
- Volleyball intramurals are in process. However, unfortunately the Wolfe nets do not fit in the gym at South Hill. Nancy is asking around at other schools for another set.
- Ms. Seegers has held sessions for grade 6 and 7 volleyball and intramurals are under way.
- Basketball season is after Christmas – around mid-January, and Nancy is looking for a teacher sponsor. If there are parents who are willing to coach basketball and are available at lunch once per week, please email Nancy. Practice days are flexible and can be coordinated with the availability of parent volunteers. If they are held at lunch time a staff member need not be present. However, a staff member needs to accompany the teams to games, but teachers can take turns doing this. There is usually about one game per week and 4 games total in a 5-6 week season. Wolfe can choose which zone to participate in: either the usual Wolfe league or the league closer to South Hill. If Wolfe plays in the South Hill league then the students can walk to games but would have to be picked up. If Wolfe plays in the usual league then parents would have to drive students to games but then they could walk home. Games start at 3:30, so it may be more convenient to participate in the South Hill league.
- Ms. Sparks is running ball hockey intramurals at lunch.
- The Community School team offered a homework club for grades 5-7 after school, but no one has signed up. Nancy will reassess whether the interest is there to run the program. It may be difficult to run when 60% of kids take the bus.

Ms. Walker had her last day of work today. The PAC sends its best wishes to her for her maternity leave. Ms. Walker has set up her class well for the new teacher and her job is posted. There will be a sub until the position can be filled.

The Seismic Advisory Committee met with the project manager. There is no news to report this month.

4. Chair Report and update – Hope Walker

Donna was out of town and sent her regrets. Hope reported further on the communication system issue raised last month including how to reduce the duplication and triplication of mass emails from various sources that occurs from time to time. Nancy has kindly agreed to send one important message per PAC event or fundraiser through the school email list. Nancy has also offered for the PAC to include a brief message regarding events and fundraisers in the monthly newsletter, which is usually sent at the end of the month. Committee leads can email Nancy if they have information to include.

Other communications regarding PAC events and fundraisers should be funneled through the Google group. These messages should no longer also be copied to parents via the parent reps to avoid families receiving duplicate information. Parent reps should encourage families to sign up for the Google group.

There was a group discussion about whether an “opt-out” versus an “opt-in” PAC email list would be most efficient going forward. With an opt-out list, parents would not need to take steps to sign up to receive PAC emails, but would need to be able to unsubscribe. One down-side of an opt-out system is that someone would need to manually type in all of the email addresses at the beginning of each year.

Hope noted that in the hustle and bustle of the first meeting and with everyone getting accustomed to so many new things, the PAC Executive neglected to express its gratitude to the teachers for all of their efforts over the summer in moving to South Hill. The PAC Executive would like to express that parents are extremely grateful for the hard work and dedication of Wolfe teachers and staff. The PAC provided donuts and coffee to the teachers the first week of school as a gesture in this regard.

Hope noted that \$500 is allocated each year for teacher and volunteer appreciation. The Executive is discussion some ideas on how to use these funds including buying dinner for teachers during the upcoming goal-setting conferences.

Thank you to Ms. Beeman and her student teacher for a great cross country season. The last meet is on Thursday. The parents are very grateful that students were able to participate in this event.

Due to the Pro-D day on October 25, the Halloween Dance has had to be postponed to a future date to be determined. Discussions are ongoing with the DJ to determine availability. Thank you to the organizers for their patience and for continuing to work on this popular community event.

The grade 6-7 camp is booked for Camp Jubilee in September 2020. There will be some ongoing fundraisers for this throughout the year. The Nesters, Purdys and QSP fundraisers contribute to this trip.

There will be a kayaking day trip in the spring for grades 6 and 7.

The frozen food fundraiser will not be run this year because the logistics of the swing site are not conducive to delivery of frozen food.

Hope thanked Jenny, Sarah and the team of volunteers for a successful Walkathon.

In the near future, the PAC needs to determine funding priorities for Wolfe in relation to the seismic upgrades. The initial amount budgeted for items discussed last year was \$100-150,000, but it now appears that those items may cost \$150-200,000. The Executive is looking at a direct drive this year and next and would like the input of parents to make decisions about what improvements parents would like to see. There will be a very short survey circulated in the next few months asking parents to rank the improvements they would like the PAC to fund at Wolfe in order of preference. Some items previously discussed include building an outdoor classroom, revitalizing the sport court, and installing new drapes. The water fountains previously discussed will be covered and so the PAC does not need to purchase them. There was a concern raised about direct drives leading to loss of community. However, Nancy stated that in her experience, when you direct drive for specific items the community is not lost. Also, some parents would prefer to donate via a direct drive rather than attend an event.

5. 2019 / 2020 Budget and Treasurer's Report – Jaimini Thakore

Jaimini reported that the Walkathon receipts received to date total about \$16-17,000. He is still awaiting further funds from VSB for donations made in October. The Executive would like to thank the Wolfe families, event organizers, volunteers, Nancy, teachers, and staff who made the event a success.

6. New Business

Kemp Edmonds put forward a motion to increase the amount of the PAC budget for teacher and volunteer appreciation to \$500 each for teacher and volunteer appreciation. Jaimini clarified that no expenses have been posted to that line item for the past three years, so there are significant funds available. There was a comment that the basis for merging the teacher and volunteer appreciation budgets was that the volunteers voiced that they did not require the PAC to spend funds to appreciate them. Nancy commented that teachers like both teacher appreciation and volunteer appreciation. Nancy further commented that she thought providing dinner for teachers on the conference night would be well received and that next year a dinner on the Meet the Teacher night would also be appreciated. Being able to sit down to dinner together encourages the teachers to interact with each other. The PAC Executive confirmed that dinner would be provided for the teachers on the first night of goal-setting conferences, November 6. The motion to increase the budget for teacher and volunteer appreciation was put over to the November meeting for further discussion.

Katie Stevenson advised that she would like to plan a Wolfe Community event and has started discussions with some parents. The event would be a pub night at Cottage Bistro with a band on a Wednesday night at the end of November.

Tickets would include a burger and a beer, and money raised would go to Wolfe. The PAC is supportive of this event. More details to come. **UPDATE: This event will be held at Hood 29 Bistro, 4470 Main Street, November 28 from 7-10pm. Tickets are \$30 per person and include a burger and a beverage. Please email Katie (stevenson.kml@gmail.com) to purchase tickets. No ticket sales at the door.**

Jaimini and Kemp reported that they met with Henry Hudson and False Creek Elementary representatives about a joint Casino Night event in the new year. The costs and profits would be shared. They are trying to identify a venue. Fraserview Hall was suggested.

7. Adjournment

Moved Susie McRae	Seconded Hope Walker	Carried
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Next PAC Meeting is November 20 at 6:30 pm.