

PAC – PARENT ADVISORY COUNCIL

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Date: January 22, 2020, 6:30 pm

Location: General Wolfe School, South Hill Elementary School library

Agenda

PAC MEMBERS (in order of sign-in sheet): Kristin Rotte, Michael Nedelec, Nicola Gubbins, Lori Montgomery, Stephanie Willow, Katy Stevenson, Mabel Toor, Colleen von Dehn, Bibi Fehr, Caroline Bonshor, Leslie Shoji

PAC Executive:

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

Administration/Teachers: Nancy Bourque, Principal

1. **Welcome and Call to Order** – Donna Rayner

2. **Approval of November 2019 minutes**

Moved Michael Nedelec	Seconded Lori Montgomery	Carried
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3. **Administration / Teacher Report:**

Nancy Bourque, Principal:

Project Chef: During the Pro-D Day on January 20, 2020, the teachers received a demo from the organization [Project Chef](#). Project Chef will be spending about two months in residence at Wolfe after Spring Break, which is very exciting. Each division will spend two hours per day (either morning or afternoon) for one week, cooking and preparing food and learning about food and healthy eating. There will be a celebration at the end of the session involving the whole school. The teachers are working on a schedule and will send communications home before Spring Break, including a request for information regarding student allergies to inform food ordering.

Sports & Events:

- The winter concert was a big success – many thanks to Mr. Mathewson and the teachers for the time and effort put into this production.
- The spring concert will also be held at John Oliver Secondary in late April or early May (date TBA). The format will be similar; however, the classes waiting to perform will wait in the cafeteria to reduce the noise and disruption in the back of the auditorium.
- The basketball season is under way and the players are having a lot of fun. Nancy is the sponsor and the coaches are parent volunteers.

- The next possible school sports season is track and field, which usually starts in about May. Nancy will discuss this with the teachers closer to the time.
- Sports Day has been moved to June this year – date TBA.

Cell Phone Policy: Nancy met with the intermediate students to review the Wolfe cell phone policy. Intermediate students are permitted to take their cell phone to school but cannot use it during instruction or recess time. If the class is doing a project that requires the internet, the teacher may permit students to use cell phones in class for research. Cell phones are permitted on the bus, but taking photos or videos is prohibited. Inappropriate cell phone use is dealt with in an escalating manner: first strike – the teacher will take the phone away and return it at the end of the day; second strike – the teacher will keep the phone over night; third strike – Nancy will take the phone and a parent will need to come in for a meeting and to retrieve the phone.

Seismic update: Nancy has a meeting with the project manager in a few weeks but communicates with her regularly by email. The latest information is that the project is on pace to complete by September 2021, with some aspects taking longer than expected and others completed more quickly. It is unlikely that the project will complete early, but if that occurs the school would move back in right away in order to free up the swing site for a new school.

4. Chair Report and update – Donna Rayner

- The PAC Executive would like to thank Nancy and the parent volunteer coaches for donating their time to make it possible for students to participate in basketball. It takes a lot of work and Wolfe parents are very grateful. The kids had a lot of fun at today's game.
- There was a Body Science talk for parents last night, which was interesting and informative. The speaker explained what the kids will be taught in the upcoming sessions during school. There was a handout provided to parents. Nancy will circulate it with the monthly newsletter. The Saleema Noone Body Science program at Wolfe is made possible through PAC funding.
- The Casino Night fundraiser will take place on January 31 at Creekside Community Centre. The organizers need help spreading the word to increase ticket sales in order to cover the costs of the event and hopefully raise some funds. There will be no silent auction this year so this is the last organized fundraising event.
- The Friendship Dance will take place on February 7. The organizers are seeking volunteer parents and grade 6/7 students to help out.
- If any parent would like to organize a fundraising event or initiative, please contact the PAC Executive.
- Robbin and Lori are working with Nancy to organize some activities that the grade 6 students can run to raise funds for camp in September.

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

The silent auction is not happening this year for logistical and other reasons; therefore, it is likely that PAC revenues will be down by half (about \$15-\$20,000) this year. Due to low ticket sales, Casino night will likely break even, but will not raise additional funds for PAC activities. In order to fund the same level of programming for students next year, we will have to dip into some of the surplus raised in prior years that would otherwise be put towards post-seismic spending.

6. Background to post-seismic fundraising initiatives and spending plans – Michael Nedelec (past PAC Chair).

Michael is past Chair of the PAC and was leading the seismic committee. He is passing the baton to Kemp who is taking over as lead for post-seismic fundraising. Michael explained that the fundraising push for Wolfe in relation to post-seismic spending started about 10 years ago. Each year the PAC raised about \$50,000 and spent about \$45,000, leaving about \$5,000 per year to set aside. Over the 10 years about \$55,000 was raised. A few years before the move, extra fundraising was done for the space net addition to the playground, which cost about \$90,000. Michael canvassed other schools that funded seismic legacy projects and learned what worked well and what did not. The PAC also surveyed parents several times to get an idea of the spending priorities for post-seismic legacy items. In Michael's view it is a

good idea to identify a variety of goal items for fundraising in order to tap into different available sources of funds. For example, Michael identified four sources of potential funding or donations of materials:

1. Funding for sport courts and outdoor activities: corporations to donate cash or product (e.g. Kal Tire); contact Sport BC and inquire about funding opportunities.
2. Natural / green initiatives: e.g. outdoor classrooms. There are non-profit, governmental or other initiatives that may contribute to these.
3. Accessibility: the upgrades will make Wolfe accessible. There may be funding sources for projects to increase accessibility, e.g. accessible playgrounds. The province funds a certain number of accessible playgrounds per year per school district.
4. Technology: corporate funding may be available for this. E.g. new interactive projectors.

In terms of technology, the PAC was informed that the VSB will no longer support the smart boards that teachers currently use for teaching. This means that VSB will not fix or replace a smart board when it no longer functions. The new technology is an interactive projector, which costs about \$2,000 per unit. VSB will reinstall the smartboards at Wolfe, however there is an issue as to whether all of the re-installed smart boards will work. It is unknown at this time how many will not be functional. Nancy will address the smartboards with the teachers when the time comes and discuss with the PAC how to proceed. Some teachers will be interested in moving to the new projectors and some will prefer to work with a smart board for the time being. Further, there may be VSB funding for a certain number of the projectors. It will likely be a cost to replace the old technology with the new over a certain period of time.

Regarding the outdoor classroom option, Michael previously obtained drawings from a landscape architect for three "levels" of construction, which would cost \$40, \$60 or \$80,000. The idea was to install a stage close to the annex along with several 4x4 sided picnic tables in front so that teachers could hold an outdoor class. In terms of refurbishing the sport court, Michael obtained a quote 3 years ago of \$27,000 to re-pave, install new basketball nets and benches.

7. Return to Wolfe / post-seismic spending decisions

Jaimini noted that about \$75,000 can likely be set aside from current PAC funds for seismic legacy spending. The rest needs to be raised, likely through a direct drive and other means.

Donna advised that the Executive met to discuss the priorities for return to Wolfe based on the many surveys of parents done in the past. Because parents have been surveyed many times, and it is now only 18 months until our return to Wolfe, the Executive will not be conducting another survey. Based on the input to date, the Executive identified the following options for return to Wolfe spending:

- Playground enhancements
- Outdoor classroom and green initiatives
- Sport court update
- Technology upgrade

It is unlikely that all of these items can be funded so a decision will need to be made soon about which ones to focus on.

Nancy noted that none of the projects identified must necessarily be completed as part of the construction or before the return to Wolfe, which provides some flexibility. Having spoken to the teachers, they really like the idea of an outdoor classroom. Once the PAC has decided where to focus their efforts, Nancy will ask her principal colleagues about their experiences with various projects and cost estimates. Official quotes must be obtained from VSB, which can be slow.

It was noted that the PAC promised a picnic table as a legacy gift for Susan when she retired last year.

Parents in attendance noted that although none of the items are essential to have on the return to Wolfe, some urgency should be involved in fundraising in order to try to have something in place upon return or soon after. This would

increase engagement from intermediate families whose children may not benefit from improvements done a few years later.

The Executive hopes to obtain rough cost estimates in order to make final decisions about spending priorities at the March meeting. A direct drive would ideally begin in April / May. The decisions will be made by a motion at the PAC meeting. The Executive will draft a message for Nancy to send to parents in the newsletter letting them know that attendance at the spring PAC meetings is important as important decisions will be made. An announcement about the direct drive should also be made at the Friendship Dance and the Spring Concert in May when many parents will be in attendance.

8. New Business

None.

9. Adjournment

Moved Kristin Rotte	Seconded Kemp Edmonds	Carried
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Next PAC Meeting is March 4, 2020 at 6:30 pm.