

# PAC – PARENT ADVISORY COUNCIL

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**Date:** April 20, 2021, 6:30 pm  
**Location:** Virtual meeting via Zoom

## Minutes

**PAC MEMBERS (by Zoom title):** Katie Stevenson, Maria McClean, Noah Silverberg, Suzie Harrington, Stephanie Willox, Anne Low Beer, Leslie Shoji, Colleen von Dehn, Libby Taylor, Serena Verma, Helen Pang, Tasha Bienert, Kristin Rotte, Geeta Basantani, Sameena Nahal

### **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 / Ms. Lee and Ms. Zheng, Teachers

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

- Donna welcomed all participants. Participants were muted for the meeting.
- Questions were posed to Nancy and the Executive via the chat function.

### 2. **Approval of February 2021 minutes**

<b>Moved</b> Noah Silverberg	<b>Seconded</b> Anne Low Beer	<b>Carried</b>
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### 3. **Administration Report - Nancy Bourque, Principal**

- Teachers: Ms. Nancy introduced Ms. Lee who is a resource teacher at the school, and Ms. Zheng, who teaches kindergarten.
- Seismic: Some great news regarding completion of the seismic upgrades. It was confirmed that we will be moving back to the old site in July, with the exact date to be decided later. We will pack South Hill to be ready for July 1st and look forward to being in our upgraded school next September.
- PAC directed funds to staff: The staff wants to thank our parent community for the generous donations to outdoor ed and science funds. The staff is making good use of all the items. The wagons are very popular and make a huge difference to teachers' ability to conduct their lessons outside efficiently. Teachers are trying to move their lessons outside as much as possible and these supplies really help. We are also currently ordering some extra PE and sports club supplies in the hope that we can use them next year for school clubs. Finally, a huge thank you to Leslie Shoji who is working hard at our direct drive this Spring. Thank you!
- Camp grade 6-7: Unfortunately, we have received confirmation that all camps and day trip activities are cancelled until the end of the year for VSB elementary students. Our grade 7 students were particularly

disappointed by the news, and we hope that the health and safety restrictions in June will allow us to do a local day trip with our grade 7s. Camp is on hold for 2022 as we are not yet sure what next year will look like.

- Stepping Up: Currently only virtual graduation celebrations are allowed, and we have been told that drive-through events are not allowed this year as it is difficult to control crowding and stay under the 10 people max limit. We cannot hold stepping up in the gym as it can only be used for gatherings that are “necessary”. Restrictions sometimes change week to week, so we are waiting to see what we will be able to do in June for a grad ceremony. Stay tuned as it will be planned last minute.
- School Calendar: The calendar for next year is almost ready to be published and will go out at the end of the month with our April Newsletter. There are two major changes this year:
  - 20 min recess will be implemented and so the school day will end at 15:03 (we don’t know yet if we will have staggered recesses again or return to one recess time).
  - the first day of school, Tuesday September 7<sup>th</sup>, is an anti-racism in-training day for all VSB staff. So, the first day of school (that students attend for an hour) will be on Wednesday Sept 8th.
- Welcome to Kindergarten: There will be a kindergarten welcome event this spring – likely an info session for parents only. We are expecting 3 kindergarten classes again in September.
- Hot lunch: whether it is offered next year will depend on what COVID restrictions may be in place and whether the providers are still in business.

#### 4. Chair Report and update – Donna Rayner

- Direct fundraising drive: The Executive is very grateful to Leslie Shoji for leading the direct drive fundraiser this year. She drafted a wonderful request letter that managed to be both humorous and effective. Thank you, Leslie!! So far, the drive has raised \$9,100, which is approximately ½ of the \$20,000 goal. A huge thank you to all families who have generously donated to the campaign. The drive has been extended to April 30, so please consider contributing if you have not already and are in a position to do so. The funds go directly for the benefit of Wolfe students, including supplies for teachers and classrooms, library, music, special programming, field trips and extracurricular activities. We are hoping to return to a more normal level of programming in the fall and the contributions now will greatly assist with the PAC’s ability to fund some of the programs.
- Purdy’s fundraiser: We raised \$700, which is great considering it is the first time we have run the fundraiser in the Spring.
- Partners for Inclusive Education (PIE) - parent support group: PIE is a group started by some parents at General Gordon Elementary, who felt that more support for families was needed than the school was able to offer. The idea is that parents can share their experiences with each other and seek out information and resources in a safe and supportive environment. PIE recognizes that each person, regardless of their challenges, makes a contribution to the community. PIE has since spread to other schools in various forms as community outreach for anyone who could use help. The group sometimes hosts speakers on relevant topics such as IEPs (Individualized Education Plans), anxiety, ADHD, online safety and mental health.
  - We would love to see something similar at Wolfe and the Executive is interested in comments from the community. Donna and Nancy are also able to answer questions.
  - The PAC used to have a strong SEL program for parents, which has fallen off since the move to South Hill and COVID, but it would be great to reinvigorate that program again. In addition to fundraising, the purpose of the PAC is to promote community among the parents and school.
  - The comments of the group were favourable in terms of having a version of PIE at Wolfe.
  - Donna requested that anyone interested in being involved or leading this initiative please contact her.

#### 5. Outdoor Classroom Project – Kemp Edmonds

- Thank you to the outdoor classroom committee and Nancy for their efforts in discussing ideas and priorities for an outdoor classroom space and providing feedback to the PAC. It was reported that the committee settled on two projects that they identified as being top priorities to achieve the goal of building an outdoor space conducive to learning.
- Based on the input of VSB grounds staff, the first proposed priority is to replace the benches around the trees in the forested area behind the Wolfe site. The current benches are falling apart and will be unusable when we return. They could be replaced with seating that would allow for a class to take place outside and also for

students to sit and read a book during recess. A couple of picnic benches could be added for additional seating. This project would not be complicated as it is something that VSB grounds undertakes regularly. The Executive has requested that Nancy please seek a firm quote from VSB for the benches and picnic tables so that the project can be more fully considered by the PAC. If approved, a formal request would need to be put into VSB grounds and construction could likely commence sometime in the fall, based on staff availability.

- The second priority is for an outdoor amphitheatre, which would provide enough room ideally for two classes use at the same time. There is a very nice one in place at Laura Secord Elementary. This project is much more involved as it is not something that VSB grounds would do and would have to be contracted out. In order to obtain a quote, firm specs are required, including proposed size, location, etc. Nancy has offered to looking into rough costing for this project for the PAC's consideration, which is very much appreciated. The process would take some time, but as the amphitheatre is something we would want to get right, careful thought is necessary. When we have some rough cost estimates, we will raise this for discussion with the group as to next steps.

**6. Budget and Treasurer's Report – Jaimini Thakore**

- The Executive is moving to quarterly reporting because most of the PAC's funds are held at VSB and they provide quarterly reports.
- The Executive will be starting the budgeting process for next year, including consulting with Nancy and the teachers about their needs / priorities.

**7. New Business**

- Earlier this year, Jenny Evans had offered to look into a virtual Silent Auction as a fundraiser. As a result of extending the direct drive, we will not be pursuing the auction idea this year. Thanks to Jenny for the idea. It may be something to revisit next year.
- Two PAC Executive positions will be coming up this year: Treasurer and Co-chair. Serving on the Executive is a really great way to contribute to the Wolfe community, get to know the administration and teachers, and connect with other families. Please contact any Executive member if you are interested in getting involved. Elections will be in June.

**8. Adjournment**

<b>Moved</b> Libby Taylor	<b>Seconded</b> Geeta Basantani	<b>Carried</b>
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Next PAC Meeting is May 18, 2021.