

PAC – PARENT ADVISORY COUNCIL

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Date: May 18, 2021, 6:30 pm
Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Libby Taylor, Suzie McRae, Suzie Harrington, Stephanie Willox, Veronica Solimano, Adam Rucker, Andrea Franz, Tasha Bienert, Ann Low-Ber, Leslie Hoolaeff, Brendan McCormack, Maddy Kipling, Sarah Sweeting, Stacey Waugh, Chris Tse, John Brodie, Karen Mok, Maria McClean, Victoria, Serena Verma

PAC Executive:

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

Administration/Teachers: Nancy Bourque, Principal / Ms. Emery and Ms. Polley, Teachers

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

- Donna welcomed all participants, including a special welcome to the incoming Kindergarten parents who joined the meeting. Participants were muted for the meeting.
- Questions were posed to Nancy and the Executive via the chat function.

2. **Approval of April 2021 minutes**

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| Moved Libby Taylor | Seconded Suzie McRae | Carried |
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3. **Administration Report - Nancy Bourque, Principal**

- Teachers: Ms. Nancy introduced Ms. Emery who teaches grade 1, and Ms. Polley who teaches grade 2 and is a resource teacher.
- Seismic: Packing is well under way and the staff is busy getting ready for the move back to the Wolfe site. The plan so far is to move the week after Canada Day so the library will be closing a bit earlier this year as well as the textbooks room. Two of the part-timers (Ms. Essar and Ms. Fulton) and a new teacher, Ms. Williams, have been subbing 2-3 days a week to cover teachers' classes while the teachers are packing their rooms or part of the school. Ms. Cameron and Nancy did a first walkabout at the site last Monday. The school is still in construction mode. The Annex work is almost completed. There was very little work done to the Annex besides the addition of the sprinklers and the accessibility ramp. In the main building, some of the main changes include the elevator, some new storage spaces, new urinals in the boys' washroom, and new windows in the library. Some rooms feel a bit smaller because the walls had to be brought in by 10 inches for the seismic mitigation. Other rooms feel just as they did 2 years ago. When Nancy was there the crew was working on re-installing the old sinks, old cabinets, cupboards, bookcases and other mounted furniture on the finished walls.

As a result, the rooms look quite similar to before with a fresh coat of paint and new flooring. Some rooms have newly designed cubby areas, and others have the same cubby areas as before. Nancy will be invited for another walkabout in early June, and the school should have a more finished appearance then so that she can take photos to share. At the moment it is unknown when we will take occupancy of the building, but that application to the city of Vancouver has started.

- **Note:** there was a question regarding whether an earthquake early warning system would be installed in the school. The device would provide 20-30 seconds warning in the event of an earthquake. It had been discussed at length during the seismic planning meetings and the recollection of some PAC members was that one was to be installed as a pilot project. Nancy followed up with the project manager and others, and later reported that it appeared there were no current plans to install an early warning system as part of the seismic project.
- **Staffing process:** Each year in May, VSB schools receive their staffing allocation for the following school year based on their predicted enrolment. Nancy is currently working with staff to allocate the staffing. Our numbers have not increased since last year (352 vs 346) and there will be 12 less ELL students. Therefore, Wolfe was allotted 1/2 day less of resource time compared to this year and a staff member may need to be surplus. Unfortunately, the majority of VSB schools are in this situation this year and it will significantly affect each school. Once all the staffing is allocated and it is decided which teacher will teach which grades, we will be looking at classroom placement. Due to moves that happen over the summer, classroom placement cannot be finalized until September.
- **Welcome to Kindergarten:** Due to the pandemic we were not able to do a WTK event in person this year, but all the new K families were invited to a virtual parent info session last month. A huge thank you to Ms. Cameron, Ms. Lee and our PAC Exec representative, Kemp, who joined Nancy in welcoming the families. Half of the K students next year will be coming from the Simon Fraser catchment (22), and 23 from Wolfe, although these numbers may change a bit over the summer.

4. Chair Report and update – Donna Rayner & Hope Walker

- **Partners for Inclusive Education (PIE) - parent support group:** It was discussed at the April meeting whether there would be interest in forming a group or parent network similar to PIE at Wolfe. A few parents contacted Donna expressing interest, however, there would need to be a volunteer willing to lead the project. Donna raised the idea again and asked anyone interested in starting this up to contact her. Donna will obtain a recording of a PIE meeting at General Gordon held via Zoom and send it around.
- **Back to School Party:** pre-pandemic, Wolfe would hold a back to school party the first week in order for families to connect and celebrate the start of the year. The Executive will monitor the public health restrictions over the summer in the hopes that we may be able to run some kind of celebration for our return to Wolfe. Stay tuned.
- **Walkathon fall 2021:** Leslie Shoji and Sarah Lacombe have generously volunteered to lead the event. This is one of Wolfe's largest fundraisers of the year. Luckily, we were able to run it this past year thanks to the heroic efforts of Nancy and the teachers.
- **Nesters Gift Cards:** For many years, families were able to donate points at Nesters to Wolfe. A few years ago, Nesters changed their points system and converted the Wolfe points to gift cards. As a result, Donna has hundreds of dollars' worth of Nesters gift cards. The Executive will be making the gift cards available to the school community to purchase for face value. A portion of the proceeds is earmarked for the grade 6-7 camp fund. Jaimini will check his notes regarding what proportion goes to camp and what can be used for PAC expenditures generally.
- **Teacher / staff appreciation:** There is about \$300 remaining in the staff appreciation budget. The Executive is looking for ideas to appreciate teachers and staff before the end of the year. The PAC recognizes that it has been an exhausting and stressful year for teachers, and we are all so grateful for all they do for our kids. Appreciating is trickier this year because of restrictions on food items. Donna suggested approaching Nesters to see if they would be able to prepare box lunches for the teachers. Some of the gift cards could go towards this. The teachers at the meeting agreed that lunch would be lovely.

5. PAC Parent Talk June 1 @ 6:30 – Claire Wilson

- The PAC is pleased to host a virtual event for parents focused on the concepts of privilege and allyship, which are frequently raised and discussed these days but are not always well understood. The talk will be presented by one of Wolfe’s own Kindergarten parents, Wyle Baoween. The talk will centre around the idea of building a community of allies. Wyle will explain what privilege means and encourage you to reflect on areas you are privileged and areas which you are not. There will be discussion of how people with privilege can make choices to give, share, use and withhold power, and act as allies for others who may be marginalized.
- The PAC is very grateful to Wyle and Shona Reid (Kindy parents) for volunteering their time and expertise to offer this PAC event. Wyle is the CEO and Senior Facilitator, and Shona is the Marketing Director of HRx, a company that provides training, consulting and data analytics to enable equity, diversity and inclusion in the workplace. Here is a link to Wyle’s bio: <https://hrx.tech/wyle-baoween>.
- We hope to see you online June 1 for this event!

6. Budget and Treasurer’s Report – Jaimini Thakore

- Jaimini walked the attendees through the current financials for the year.
- A proposed budget for the 2021/22 school year was prepared and presented at the meeting. Revenues are projected at about \$25,000 from the walkathon, gaming grant and Purdy’s fundraisers. The expenses have been cut from last year simply because we don’t yet know what we will be able to do next year. The proposed budget would increase PIN money for teachers, retain the library budget and decrease the art and gym budget, which were underspent this year. There are no funds allotted for bussing. The projected expenses are currently set at \$22,000.
- The Executive proposes that the PAC pass a pared down budget in June but revisit it near the end of 2021 and amend it depending on the situation at that time.
- There was a discussion regarding other ideas for the budget including:
 - A fundraiser to help out another PAC in a school with a lower socio-economic profile than Wolfe: it is not clear whether the PAC would be permitted to do this. However, the PAC could consider a direct donation to another school and other initiatives to give back to the community, some of which have been done in prior years.
 - Increase the teacher appreciation budget from \$500 to \$700.
 - Funds for a social event to celebrate the return to Wolfe such as balloon bouquets and a banner to display on the first day back. The Executive would be grateful for a volunteer to contact Balloonatics for a quote. It was noted that the Back to School party usually breaks even and so funds do not need to be set aside specifically for that event if it can happen.

7. New Business

- The AGM will take place on June 15. The budget will also need to be ratified at the June meeting.
- 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

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| Moved Libby Taylor | Seconded Adam Rucker | Carried |
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Next PAC Meeting and AGM are June 15, 2021.