

# PAC – PARENT ADVISORY COUNCIL

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**Date:** Nov 16, 2021, 6:30 pm

**Location:** Virtual meeting via Zoom

## Minutes

**PAC MEMBERS (by Zoom title):** Stacey McEachern, Roddy Adams, Annie Low Beer, Suzie McRae, Adam Rucker, Laurie McNeill, Emma Point, Anna Rucker, Francina Marbella, Ryan McRae, Vanessa, Veronica Solimano, Trevor Zeck, Suzie Harrington, Doug Manarin, Sameena Nahal

### **PAC Executive:**

- Hope Walker, Chair
- Kemp Edmonds, Vice Chair
- Leslie Hoolaeff, Treasurer
- Claire Wilson, Secretary
- Maddy Kipling, Member at Large / DPAC

**Administration/Teachers:** Nancy Bourque, Principal / Ashley Kelly, Teacher

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

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

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

<b>Moved</b> Laurie McNeill	<b>Seconded</b> Anna Rucker	<b>Carried</b>
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### **3. Administration / Teacher Report:**

Nancy Bourque, Principal:

- Catch up childhood immunisation: Starting this month the school nurse will be doing catch up immunisation for students in K, 1, 6 and 7. Families should have received the permission form already, and if not, please contact the teacher or email Rosemary. This is the regular childhood immunisation that is usually done each year except for last year. The nurse has advised that it is unlikely that Covid vaccines will be available in schools as the facilitates may not be suitable for this sort of vaccine.
- Luncheon: The teachers were very appreciative to the PAC for providing a luncheon during the student conference week. Thank you!
- New Staff at Wolfe this month: Wolfe has a new night engineer, Dawit. There is still an unfilled posting for a custodian. There are also two new teachers: Tasia Wong is in Division 5 covering Ms. Furnell's maternity leave and Lorenz Bruechert, filling a temporary position for Division 4 until June. There is a new school counsellor, Shoshanna, who started this month and is only at Wolfe one day a week (and a bit). Shoshanna will be doing universal interventions in all classrooms as one day per week is insufficient for individual sessions with students except in cases of major emergencies. Instead, she will connect with all teachers to evaluate current needs in

their class and focus on these interventions with targeted programming. Most of the classes will seek support around social emotional learning, anxiety, peer pressure, personal boundaries etc. Shoshanna has started the TAPS programme in Kindergarten classes this month, which is a boundaries programme about safe touching personal bubbles, etc. In case of emergency such as sudden death of a family member or self-harm, she will provide one-on-one support to students and assist the family in getting permanent outside support.

- Hampers: Nancy asked whether Wolfe families are interested in participating in creating hampers for families at Cook Elementary and at Wolfe. Last year each class at Wolfe built a hamper based on a wish list provided by the family. A large box or Tupperware was placed in each classroom and Wolfe families who wanted to participate sent items or gift cards with their child to add to the box. The kids also made holiday cards. Some of the class parent reps offered to collect the items at their place and assemble the class basket, but this level of involvement is not necessary unless the class parent wants to take it on. The rest of the baskets were assembled by Nancy and some of our staff who are happy to do it again this year. The feedback last year from the families who received hampers was that they very much appreciated the gesture. **NOTE**: PAC members in attendance indicated they are very much in favour of doing the hampers in 2021 so Nancy and staff will coordinate it and reach out to the class parent reps.
- Q&A for Nancy:
  - There has been an overwhelming demand to join lunchtime clubs. Some clubs are full, and some have lots of capacity. Any kids who would like to join a club should go and see Nancy and she will help them find one that suits their interest. Nancy will post a notice outside the office with a list of clubs along with the sponsor teacher and whether the club has capacity for new members.
  - Staff are discussing holiday caroling and whether there is a way to do it this year in light of the health and safety restrictions. There will be no winter performance.
  - The Saleema Noon parent talk is scheduled for Feb. 28, 2022. The sessions for students will take place March 3 and 4.
  - Hot lunch may be a possibility for the new year depending on the latest health and safety measures.

#### Ashley Kelly (Grade 6/7)

- The school year is going well so far. The new building looks really good. The teachers enjoyed meeting parents virtually over Teams at the Meet the Teacher sessions and student conferences. It is somewhat difficult to make connections in virtual meetings and it will be nice to return to in-person meetings in the future.
- One way the grade 6 and 7 students are working on creating a community of kindness and caring is through new and improved morning announcements. The students set a monthly theme (Nov is courage) and recite a poem, quote, or play a song on the theme. They welcome guest teachers and read out all the birthdays. The kids are enjoying the new announcement format. The grade 6 and 7s are also keeping the storm drains around the school property clean and re-doing the gardens. The teachers and students would like to acknowledge Laurie McNeill and say a big thank you for all her help with the gardens.
- Funding request: The equipment for gym and extracurricular sports is in need of a major refresh. The teachers have gone through the equipment room and have identified a lot of equipment that needs to be replaced. Nothing new has been purchased since the move to South Hill (except for basketballs and frisbees at the end of last year). The current PAC budget for gym equipment is \$650. The teachers would be very grateful if the PAC would consider increasing this budget to cover additional needed equipment. There was a discussion among Ms. Kelly and the PAC members in attendance regarding the proposed increase and what equipment is needed. The members were clearly in support of increasing the gym equipment budget. Ms. Kelly advised that an increase from \$650 to \$1,500 would be reasonable. The teachers would decide how that amount is spent. PAC members in attendance agreed with that increased amount.

#### **4. Chair Report and update –Hope Walker**

- Volunteer thank-you: Big thanks to Laurie for volunteering to help with the gardening project, and to Colleen von Dehn who helped with delivery of the teacher lunch.
- Walkathon: The walkathon was wonderfully successful, raising \$20,330. Major thanks to everyone who supported the event by volunteering time and financial contributions. Kudos to the kids for their running in the pouring rain.

- Saleema Noon: As a result of the positive feedback from PAC members and teachers, the PAC will fund Saleema Noon for this coming year. This is a program providing additional sexual health education for kids.
- Purdy's fundraiser: This online fundraiser will start late November. Orders will be sent home with students in December. There is a need for about 3 volunteers to help sort the orders at the school, timing TBA.
- Pointsettia fundraiser: Hope will look into this in response to interest from the meeting attendees.
- Indigo fundraiser: There may be an opportunity to raise funds through online purchases from Indigo, where a portion of the profits go to the PAC. The Executive will look into this as it could be a year-round opportunity.
- Apple TVs: An email request was circulated for Apple TV units that people are no longer using. If you have one of these, please consider donating it to Wolfe. Teachers and students can use them with the smart projectors to cast presentations from iPads and iPhones. Donations can be provided to Nancy directly.

#### 5. Treasurer's Report – Leslie Hoolaeff

- At the October meeting there was a request from the K-5 teachers for the PAC to fund a license for the Mystery Science program. The members in attendance in October discussed the program and were clearly in favour of supporting this purchase if the PAC had sufficient funds to do so.
- Between the October meeting and now, the Executive received a number of additional teacher requests for supplies for extracurricular sports, lunchtime clubs, and outdoor / gardening equipment. The details of the items and amounts are set out in the spreadsheet in the appendix to the minutes.
- None of these items are currently budgeted for. If the PAC would like to fund these items, a motion is required to amend the budget.
- Leslie shared the appended spreadsheet, and described each of the items and where the funds would come from (ie general revenue or gaming grant funds).
- PAC revenues are in good shape to cover these additional costs thanks to the Walkathon results, gaming grant and a surplus from the 20/21 year of about \$23,000.
- No one in attendance voiced any questions or concerns about the proposed expenses. Members in attendance were in favour of amending the budget to add the expenses in the spreadsheet, plus the increase to the gym equipment budget to \$1,500 as proposed by Ms. Kelly.
- Leslie put forward a motion to amend the budget to fund all the items on the appended spreadsheet at the amounts indicated, and to increase the gym equipment budget from \$650 to \$1,500.

<b>Moved</b> Leslie Hoolaeff	<b>Seconded</b> Doug Manarin	<b>Carried (none opposed)</b>
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- The vote was by a show of virtual hands. A clear majority of the PAC members in attendance were in favour. There was no one opposed.
- The budget will be amended per the motion. Nancy and Ms. Kelly thanked the PAC for these contributions.

#### 6. DPAC update – Maddy Kipling

- Please visit the DPAC website for more information, to register for the DPAC mailing list and to register to attend meetings: <http://vancouverdpac.org>
- Maddy attended a PAC 101 session, which described how the PAC hierarchy works in BC from the BCCPAC (provincial) to the DPAC (school district) and individual schools. The session emphasized bringing parents into the PAC as part of community-building, and to help parents connect with each other. Spreading the word about what the PAC has to offer is an important part of the Executive role, and we need to do our best to reach all parents and ensure they can access the PAC and have their views heard.
- The Executive is open to ideas to bolster attendance at meetings, attract diverse volunteers to the Executive and other roles, and to generally increase participation so all parents feel represented. It may be useful down the road to strike a diversity and inclusion subcommittee, with a mandate to come up with ways to connect with diverse families and bring underrepresented views to the attention of the PAC.
- Ideas from the group to increase participation: a prize for attendance at meetings (draw at the end); revive the welcome back party and in-person community events when we can safely do them.

#### 7. New Business

- None.

## 8. Adjournment

<b>Moved</b> Anna Rucker	<b>Seconded</b> Adam Rucker	<b>Carried</b>
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Next PAC Meeting is January 18, 2021

### APPENDIX

<b>Request</b>	<b>Budget Line</b>	<b>Amount</b>
Beading Supplies	Clubs	\$65
4 Loom Kits	Clubs	\$125
Oil Pastels, Charcoal Sticks and Sharpies	Clubs	\$90
Puzzles and Paper Supplies	Clubs	\$62
Volleyballs	Clubs	\$460
25 Goggles and 1 set of JR Hockey Sticks -	Clubs	\$575
2 Sets of Goalie Padding Protection	Clubs	\$285
Board Games	Clubs	\$250
Stickers and Poster Supplies	Clubs	\$50
Spirit Day Classroom Prizes	Clubs	\$30
Gardening Supplies	Grounds	\$400
Mystery Science	Science Resources and Supplies	\$1,853