

PAC – PARENT ADVISORY COUNCIL

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Date: April 5, 2022, 6:30 pm

Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Laurie McNeill, Shirley Smiley, Linda, Veronica Solimano, Colleen von Dehn, Lynn Gosselin, Erin Haskett, Carmen, Franca Marbella, Annie Low Beer, Stephanie Willox, Adam Rucker, Maria, Anne, Tasha

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 / Ms. Andrews and Ms. Polley, Teachers

- **Welcome, Land Acknowledgement ,and Call to Order** – Hope Walker

- **Approval of February 2022 minutes**

Moved Laurie McNeill	Seconded Shirley Smiley	Carried
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- **Administration Report:**

Nancy Bourque, Principal:

- Nancy introduced Ms. Andrews and Ms. Polley.
- Thank you to parents who helped install the Stream of Dreams last week. Thank you also to Ms Kelly who organised and arranged funding for the project. Nancy encouraged everyone to come and see it as it looks wonderful.
- Outdoor learning space update: A VSB grounds crew visited last week and reviewed the grounds quote requests discussed at the Feb. meeting. We should have an official work order quote in a few weeks, to be presented to the PAC at the April meeting.
- Student Led Conferences next week: the public health guidelines changed last minute so teachers can choose whether to offer in-person conferences in the classroom (up to 3 families per class at a time).
- Stepping Up: Wolfe is looking forward to having an in-person Stepping Up on June 28th in the morning. It is a school day event so the staff is in the process of planning it. In keeping with pre-pandemic Wolfe tradition, there will be a call out for grade 6 parent volunteers to help with the planning. The event will likely resemble the pre-pandemic Stepping Up events, except possibly in terms of refreshments and the number of family members per student who are permitted to attend. At this time, capacity is limited to 50%, which limit will be reached with 90 kids, 10-12 staff members and two guests per grade 7 students (45 grade 7s). Current food

restrictions requiring that all food be individually packaged means higher costs and additional logistics. Nancy is waiting to hear if that will change.

- Fun days ahead: staff are starting to plan both a PlayDay and a Sports Day. The Sports Day will be on Friday May 20th. Families will be invited to watch Sports Day activities if they wish. PlayDay will likely take place in June so the kids can be outside most of the time.

- **Chair Report and update – Hope Walker**

- Hope expressed gratitude to Ms. Kelly, and all of the staff and parents who contributed to the wonderful Stream of Dreams.
- Purdys: Thanks to everyone who was able to support this spring fundraiser, which raised about \$400 for the PAC.
- Hot Lunch: Nancy is willing to permit hot lunch twice per week. It is currently only offered on Fridays. C’est Mon Café had advised that Mondays or Tuesdays would work best for the additional day. There was a poll and the majority voted to go with Mondays as the additional hot lunch day.
- Flower box revitalization project: pre-seismic, there were two flower boxes located to the left of the Annex. They had rotted and were disposed of during the renovations. The boxes were originally assembled 12-13 years ago by wood tech. students at Tupper with the assistance of Ms. Segers’ grade 7 students at the time. Ms. Segers is keen to do this project again and Tupper is willing to take it on. The cost of materials for two boxes is \$2,400. The labour is volunteer (Tupper and Wolfe students). The school is requesting that the PAC contribute the full amount of the cost. As this expense was not previously budgeted, a motion is required to approve and to re-allocate funds to it. The purpose of the project is for beautification of the grounds. Leslie noted that there is \$750 in the budget for “Phys Ed / Dance” that Nancy has indicated won’t be used this year. She further indicated that there was sufficient surplus funds in the general account to cover the remaining costs of the flower boxes. Hope proposed a motion to reallocate the \$750 in the budget for “Phys Ed / Dance” and to allocate a further \$1650 from the surplus to the “Grounds” budget for the purpose of paying for the cost of the flower boxes. The vote was conducted by Zoom poll. The majority voted in favour of the motion.

Moved Claire Wilson	Secinded Laurie McNeill	Carried (14 in favour / 1 opposed)
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- Succession Planning: There will at least one spot on the Executive open for next year, possibly more. Elections will take place at the AGM in June. If you are interested, please reach out to a current Executive member for more information.
- Indigo fundraiser: Hope reminded the group about the PAC’s online Indigo fundraising link on the PAC website ([click here](#)). Quick tip – if you buy a gift card, the PAC receives 15% of the value, whereas if you purchase product the PAC receives only 3%. Therefore, consider purchasing a gift card through the fundraising portal and then using it to purchase your products.

- **Corporate Donation – Kemp Edmonds**

- A local real estate developer, Strand Locarno Developments, approached Nancy about making a significant donation to the school of at least \$10,000. The company has previously donated to Tupper. Nancy indicated that such a donation would be most impactful with respect to our outdoor learning space project, so that is how the funds would be allocated. In return, the PAC would draft a letter of gift acknowledgement and thanks. There is no expectation of anything else such as promotion or advertising in return for the donation.
- There was a brief discussion of the proposed donation. Everyone in attendance was strongly in favour of accepting it.
- Nancy and Hope expressed gratitude to Kemp for meeting with the donor on behalf of the PAC.

- **Clothing Swap Update – Maddy Kipling**

- Further to the discussion at the February meeting, during which participants expressed interest in pursuing a clothing swap and social event later this spring, Maddy has confirmed that May 27 (with June 10 as a back-up) will work for Nancy. The general idea for this after school event is that parents will donate their gently used clothing, which will be placed on tables outside the school according to the clothing size, and during the event

parents can peruse and take clothes for their kids. The hope is to make it a social event with refreshments. More details to follow. There will also be a call out for volunteers to assist.

- **Treasurer's Report** – Leslie Hoolaeff
 - Leslie walked through the PAC budget to date. We are on target for spending for the year.
 - Leslie will revise the budget to reflect the motion to amend passed at the meeting.
 - Hope noted that there appears to be room in the SEL budget (about \$500) to consider purchasing some parent-focused reference books for the school library. There is a collection of parenting books in the library that families can borrow. Ms. Cameron advised that in the past the PAC has sponsored some of the books.

- **DPAC Update** – Maddy Kipling
 - There was nothing specific to report – the DPAC meeting is April 7.
 - Check out the DPAC website for information about the initiatives DPAC is working on and the resources offered.
 - The weekly Monday night meetings regarding COVID are ongoing.

- **New Business**
 - None

- **Adjournment**

Moved Maddy Kipling	Seconded Laurie McNeill	Carried
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Next PAC Meeting is May 17, 2022