

PAC – PARENT ADVISORY COUNCIL

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Date: February 28th, 2023, 6:30 pm

Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Tony. Annie Low-Ber, Stephanie R, Div 2 General Wolfe, Michelle Wiens, Kristin Rotte, Helen Pang, Hope Walker, Veronica Solimano, Lindsay, Riya, Maria, Geeta

PAC Executive:

- Claire Wilson, Chair
- Leslie Hoolaeff, Treasurer
- Lynn Gosselin, Secretary
- Maddy Kipling, Member at Large / DPAC
- Sameena Nahal, Member at Large

Administration/Teachers: Susan Dent, Principal

- **Welcome – Claire Wilson**
- **Land Acknowledgement** - Leslie Hoolaeff
- **Call to Order – Claire Wilson**
- **Approval of January 2023 minutes**

Moved Annie Low-Ber	Seconded Sameena Nahal	Carried
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Administration Report - Susan Dent:

- Susan touched on many topics -
- Staffing update – Oliver Ng will continue until June. Tony Mah, engineer, is on leave until Spring Break. Dan, evening engineer, has been doing a great job in his absence, especially with the snow.
- Student Affordability Fund – reminder that these funds are still available, have been utilized by some families for a variety of needs but there is still more, must be allocated by April. Thanks to the PAC for help direct families as well.
- Events – Feels like a normal school year again
 - Snow Stories Winter Concert – thanks to Mr. Mathewson for all his work. It was an amazing concert
 - Basketball – is now over, staff worked really hard to support
 - Gym – freshly painted, one week ahead of schedule
 - Play Day – amazing day for students, lots of magical things happening all over the school. It was a great, uplifting day as we head to Spring Break.
 - Pink Shirt Day Assembly – happening March 6 – delayed due to gym painting
 - Favorite Hair Style Day – may or may not be happening next week – watch in Wednesday Weekly

- Student Led Conferences – March 7 and 8, info is going home now
- District Choral Festival – choir is doing extra practices to get ready
- Storytelling Performance – March 8
- Wednesday Weekly – hoping this is helping get more information home to parents regarding activities at the school
- After Spring Break activities
 - Badminton for Grades 6 & 7
 - Track & Field
 - Choir will be taking new members
 - SOGI Club with Mr. Smathers
 - Humanitarian Club
- Questions
 - Trees in back field area – staying intact during Outdoor renos
 - Storage in back field? - one box is school earthquake box, the other is Sparetime storage
 - Broken tree at front of school – call has been put in to VSB

Kavya (student rep for the Humanitarian Club):

- Kavya gave a brief description of the goals of the club referencing four themes for their fundraising – Local, Provincial, National, and International
- Have fundraised previously (Hot chocolate sales)
- The Club is currently fundraising for Children’s Variety to help kids with disabilities
 - Information sheet went home with students about a website called Created by Kids. The creates various items with personal artwork (mugs, blankets, etc)
- Humanitarian Club members will be outside the school this week after school answering any questions

Chair Report – Claire Wilson

- Thank yous
 - SEL/JEDI/TC – for a wonderful Black History Month email full of lots of great information
 - Hope Walker – for organizing teacher appreciation breakfast
 - Susan, teachers & staff – thanks for all the events happening at the school. Feels like a normal year!
 - Mr Mathewson – thanks for the winter concert and choir
 - Teachers – thanks for managing Play Day
 - Basketball teams & all clubs –
 - Grateful for everything, everyone is putting into the school community
- Walk-a-thon – April 28th, more info to come
- Purdy’s – possible Easter fundraiser, Hope to coordinate
- Parent Social Night – April 20th at local pub or restaurant, more info to come
- Board Succession– Looking for new PAC Executive members, great way to get involved, if you are interested, please let us know sooner rather than later, any positions could be co-positions, new Exec is voted in at AGM in June

Strategic Financial Planning – Claire Wilson & Leslie Hoolaeff

- PAC has approved projects for Outdoor Ed spaces. This project is expected to move forward this spring. We now understand the real costs to be \$47,042.10. In 2019, when GW moved to South Hill, the PAC spent a lot of time planning for post seismic capital projects and put \$80,000 into the capital reserves. Now that we understand the actuals (as above), there is approx. \$30,000 leftover.
- There is also a large surplus in the operating account, which was accumulated over Covid when the PAC fundraised to meet expected expenses, but then could not spend all the funds due to public health restrictions.
- During Covid, strategic financial planning stopped. We now need to decide what to do with the funds. At the time, the priorities were identified as Outdoor Ed, Tech, Playground Enhancement and Sport Court.
- Historically, the PAC has set aside surplus funds on a yearly basis for capital projects. The PAC has always wanted to maintain a financial cushion which has now built up over time.

- The decision of how to spend the surplus funds is not one we need to make tonight however, we will continue to discuss the options, consult, and possibly re-evaluate the priorities for the school community.
- Leslie outlined the funds in detail, screen shared budget.
- Claire and Leslie met with Susan to discuss where she believes the support needs to be. Susan is meeting with Teachers and Staff to review (looking at a possible Tech plan, possible playground improvements).

Treasurer’s Report – Leslie Hoolaeff

- Leslie shared the budget spreadsheet for attendees.
- General update
 - Budget is looking to be on track
 - Walk-a-Thon should catch us up to typical fundraising goals
 - Direct Drive - \$3830.00
 - All expenses on track
- Claire and Leslie met with Susan to review the current budget and make some proposed amendments
- See Grid for proposed budget amendments

Item	Current Amount	Approved New Amount	Increase	Comments
Proposed PAC Budget Amendments 2022/2023 (for Feb 2023 Meeting)				
Buses - Track & Sports Fees	\$800.00	\$900.00	\$100.00	Cover fees for possible Ultimate and/or Basketball tournament
Admin	\$150.00	\$250.00	\$100.00	Add \$75 BCCPAC fee (mandatory) + .67 from Zoom fee & file folder for Treasurer docs
Teacher Appreciation	\$700.00	\$1,000.00	\$300.00	Cover a Nuba lunch in the spring
Grounds	\$500.00	\$750.00	\$250.00	Additional gardening equipment
Skating	\$2,000.00	\$2,110.00	\$110.00	Actual cost
Grade 6/7 Camping/Kayaking	\$1,800.00	\$4,100.00	\$2,300.00	Actual cost of kayaking + bus is \$4,089.75. Use surplus gaming funds. Encourage 6/7 driven fundraising for future years
Stepping Up gr 7	\$900.00	\$2,000.00	\$1,100.00	Cost of plaques has increased. Also cover bus for beach day (\$500) and celebration supplies. Use gaming funds
Totals	\$6,850.00	\$11,110.00	\$4,260.00	
Body Science	\$2,200	No change	0	Re-allocate to White Hatter online safety program for 22/23 year

- Many items need to be increased as the cost of everything has gone up
- Grade 6/7 kayaking – typically PAC allocates \$1800 to this and the students top up with fundraising. For this year, the PAC is proposing a budget increase to pay for the full amount because there are surplus gaming grant funds from prior years that need to be utilized and the PAC feels that Grade 6/7 families have not gotten much out of their own fundraising efforts due to Covid.
- Stepping up – larger increase as Nancy recognized that many items used for the ceremony have increased greatly in cost.
- Body Science – proposing to use funds to book the White Hatter (online safety program for students and parents) for years alternating with Saleema Noon.
- **Motion to approve all budget increases in the above spreadsheet**

Moved Leslie Hoolaeff	Seconded Helen Pang	Passed – 100%
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- **Motion to change to electronic statements sent to the two PAC email accounts instead of mailed statements**

Moved Leslie Hoolaeff	Seconded Helen Pang	Passed – 100%
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- **Motion to change our current no interest chequing account to a 1.5% interest savings account for the reserve funds**

- Note: Leslie explained that she has spoken to accountant about moving to a 1.5% interest account for the reserve funds, and the accountant advised that there would be no tax implications for the PAC.

Moved Leslie Hoolaeff	Seconded Hope Walker	Passed – 100%
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- **Motion to move funds (\$32,042.10) for the outdoor ed from the capital reserve account to the VSB held PAC account**

- Note: These funds, plus the \$15,000 donation from the developer in 2022, which is already in the VSB account, will be held to pay invoices for the outdoor ed projects as they are completed.

Moved Leslie Hoolaeff	Seconded Hope Walker	Passed – 100%
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- **DPAC Update & SEL Committee Information – Maddy Kipling**

- DPAC – no update at present. Maddy did take the VCH screenings idea to the DPAC. The DPAC has drafted a letter to be sent to VSB.
- SEL/JEDI/TC –
 - Busy with lots of planning
 - Thanks to Stacey - Anti-racism talk is being booked. In person event. Monday March 6, 2023 at 5:30pm in the library
 - Thanks to Hope connected group to a Child and Family Psych who will be giving a talk on anxiety. April 13 at 6:30pm on Zoom
 - If anyone is interested, has ideas & opinions, please reach out to Maddy.
- Movie Night — Getting organized soon. Please get in touch with Maddy if you are interested in helping out.
- Clothing Swap – Getting organized soon. Please get in touch with Maddy if you are interested in helping out.

- **Adjournment**

Moved Sameena	Seconded Helen Pang	Carried
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Reminder that there is no meeting in March.

Next PAC Meeting is April 18th, 2023 at 6:30pm