

## **École North Oyster Elementary School**

13470 Cedar Road, Ladysmith, BC V9G 1H6 Ph: 250-245-3330

### **Parent Advisory Council Minutes for November 1st, 2016 6:30pm**

In attendance: Chris Such, Emery Pakos, Claire Brown, Lindsey Jone, Camille Hillis, Amanda Jacobson, Kristi Wright, Candice McLean, Leah Watson, Heather Trawicle, Hiromi Tollefson, Brandie Lewis, Megan Norfolk, Jen Morgan, Danielle Southwell, Michael Fraser, Andrea Hainrich, Paula Schnare, Amanda Lemon, Ashley Johnston, Liz Nicholson, Fiona Steeves, Principal Dunn, Madame Camille, Madame

#### **Call to Order (18:35)**

#### **Welcome and Conduct**

#### **Approval of Agenda**

- Jacqueline Dunn requested ArtStarts performances / Christmas Fair be added to the agenda
- Amanda Jacobson motions to approve Agenda, Brandie 2nd motion to approve Agenda

#### **Approval of Minutes from September 14<sup>th</sup> meeting**

- Motioned by Brandie seconded by John to approve Minutes

#### **Resignation and Appointment of PAC Executives**

Chair/Co-Chairs – Megan Norfolk tendered resignation.

- Danielle nominates Candice McLean
- Amanda J. nominates Kristi Wright
- Motion seconded by Claire / John

Show of hands: All in favour. Candice and Kristi now Chair/Co-Chair.

Vice Chair

- Amanda J. nominates Ashley Johnston for Vice Chair
- Motion seconded by Megan

Show of hands: All in favour: Ashley Johnston now Vice Chair

Treasurer - Fiona Steeves tendered resignation.

- Danielle nominates Claire
- Motion seconded by John

Show of hands: All in favour. Claire Brown now Treasurer

Fundraising - Camille Hillis tendered resignation.

- Amanda L nominates Liz Nicholson
- Motion seconded by Megan

Show of hands: All in favour. Liz Nicholson now Fundraising.

DPAC - Ashley Johnston tendered resignation.

- Megan nominates Amanda L.
- Motion seconded by Amanda J.

Show of hands: All in favour. Amanda L. now DPAC.

Members at large - Ashley JOHNSTON discussed District recommendations regarding number of Members at Large.

- District recommends not more than 2-4, but ENOS PAC constitution does not specify.
- Members at large are on the Executive.
- Candice suggests holding off on appointing members at large for further discussion in December
- Megan, Graham, Danielle, Amanda, Jay, Camille are interested in becoming MALs

#### **Current Business**

Madame Camille presented a proposal for StarLab Visit for consideration as Science Enhancement Program

- Info available on sheet (See attached)
- The planetarium is a large dome from the HR Macmillian Centre, includes staff to operate it
- Catered to different grade levels in school, also used for other curricular connections for school
- Cost includes Planetarium for two days, plus set up staff's wages and accommodation as they are traveling from LMD
- The exhibit allows 45 min for each class/lesson

- Cost is based on a date as available set-up staff are paid differently, current emailed estimate for the project is \$1568.54
- Madame Camille explained that teaching concepts of space/stars/planetary movements is difficult at times of the year due to weather/time of year etc, this implement would assist in teaching these major concepts
- Only 2 day event, entire gym is used, all classes would attend and benefit
- Tentative dates are possibly mid January
- Discussion took place for alternative teaching resources: District Resource centre has been disbanded, Victoria Centre of Universe is now closed
- Teachers are in support of this.
- Principal Dunn reports there is no money available from the District to cover for this.
- Treasurer reports Science Enhancements budget is \$1500, budget from Gaming cannot be used for curricular enhancements
- Shortfall can possibly be covered from arts/science enhancement budget

Amanda L makes a motion to cover costs up to 1600.

Amanda J makes a motion to increase it to 1750 should the actual cost be over the proposed estimate.

Motion seconded by Megan.

Show of hands: All in favour - motion passed to allow up to \$1750 for Planetarium.

Principal Dunn presents Art Starts - two performers Sand Northrup and Milton Randall

- \$1748.25 Jacqueline - Art Starts - 1748.25 is cost for 2 performers
- An Art Starts grant is being applied for and is between \$400-800
- Discussion regarding suitability of Milton Randall's performance for older students as he has performed for them before.
- Discussion if there are any further anticipated requests for funding for other Cultural Events/Art Enhancements
- Principal Dunn reports the Art Starts and First Nations drumming programs will be sufficient for this year, Artists in the Classroom program is not being proposed.
- Artists in the Classroom was traded off for drumming - new curriculum and First Nations drumming focused.
- Proposed dates are February 1st for Sand Northrup, April for Milton Randall
- Sand Northrup's cost is \$834.00
- Milton Randall's cost is \$630.00 plus GST

Motion made by Clair to approve \$1750 for Art Starts

Motion seconded by Megan

Show of hands: All in favour - motion passed to allow for up to \$1750 for Art Starts

Principal Dunn presents a proposal for Christmas Craft/Caroling night rather than traditional christmas concert

- Craft and caroling night would be more interactive
- Students/Families will create upscale crafts for an hour and then carol in gym
- Art supplies must be purchased specifically for this event- the classrooms' art supplies are off limits
- Request made for \$915.00 for Christmas crafts supplies with a budget of \$3.00 per student
- Discussed attempting to cover the costs through a donation however they usually use food donations for the Food Bank and don't want to take away from that.
- Discussion as to whether PAC could do a Concession that evening for fundraising
- Fundraising from the Christmas event has already been anticipated and incorporated into this year's current budget
- Tentative date will be Dec 22, 5:30-7pm
- Discussion took place regarding the date - possibly too late in the month, Ladysmith Intermediate already has an event scheduled that day
- In cutting costs, it was asked if teachers would be willing to go to businesses for donations of supplies however Principal Dunn/Madame Camille responded that teachers are too busy to solicit for donations.
- Money is available from Art Enhancements however Madame Camille ensured that if funding did not cover the costs the event would take place regardless with modifications to crafts
- It was proposed that the funding could be considered the teacher's Art Enhancements and a motion could be passed to approve it however teachers can return to PAC and decide not to use it for this purpose
- Ecole Pauline Haarer has put on this event before successfully
- Discussion on possibly having teachers present a shopping list, possibly sending home a donation list with students
- \$2 a child was proposed
- Unused art supplies would be used by teachers/students

Motion made by Amanda J to approve funding for \$2/child and work with teachers for a shopping list.

Motion seconded by Clare

Show of hands: All in favour

## Reports

- **Principal's Report** - (See attached) Jacqueline - New staff in school - 1 Secretary, 1 Teacher, 3 EAs  
Scholastic Book fair - raised \$6000  
Cross country team made up of 41 runners, 19 advanced to finals  
Halloween - Costume Parade, Safety Presentation
- **Co-Chairs' Report** - Acknowledged Camille H's efforts at McNabb's fundraising.
- **Treasurer's Report** - (See attached) Outstanding cheques issued to Candice/Danielle need to be cashed  
New signing authority needs to be established with new Executive at Island Savings. No cheques can be written until this is setup.
- **FUNDraising Report** - Camille H - \$4800 was raised from Concession at McNabb's Corn Maze this year. This was an increase of \$1800 over last year's \$3000. McNabb's may be changing the number of days ENO PAC can run a concession next year to allow for other schools to benefit. Nothing decided/announced yet.
- **DPAC Report** - AGM last week, voted in same president, all other members new  
BCCPAC - mixed feelings about having all PACs as members - \$75 a year, DPAC will pay half for us  
Concern is we didn't have a voice for that organization  
Last year there was a big push to have PACs from SD68 to show more numbers  
Benefit of signing up is more online resources, access to Playground grant info  
Heather- BCCPAC spoke up in favour of govt - did not consult with its members  
Currently in our budget but there are not a lot of seats occupied  
Access to Playground Grant info is online - may be worth signing up for that resource

Motion made by Danielle to spend \$40 for BCCPAC membership

Motion seconded by Fiona

Show of hands: All approved

District is asking DPAC to hold off purchasing new technology because no money to support/repair/maintain it

School District is putting a lot of money for new technology

Principal Dunn - confirms we are getting more equipment/technology

Sexual health - consultant is hired to fill in for schools who can't afford it themselves

"Bring a friend" next DPAC meeting - Nov 17th 7pm, NDSS

- Hot Food Report - All status quo
- PlaySpace Report - Amanda J - two designs are in, another night is being planned to vote on what they like  
Fundraiser- "Paint Night" in early new year, we are currently looking for a space for 30 people (donated space welcome)  
November 16 is tentative date of voting on designs  
Opportunity to apply for funding but this has to happen before end of year budget  
There is not one grant in particular  
Michael offered to research the grant template  
AVIVA grant is a very big commitment and high competition; this year not considering applying due to time commitment

## Current Business

Request from Ms Heather/Principal Dunn for consultation re new reporting/curriculum

### Divisional Support

- Discussion on whether \$200 division support is preapproved? Not affected by Art Enhancement?
- Candice requested to hold off on decision, wants more consultation
- Discussion - at AGM it was decided until executive was established no spending to happen but budget is otherwise approved.
- Discussion - teachers count on Division support, it is November already, a decision should be made
- Concerns about the use of Div support should have been raised at AGM. The budgets have been approved.
- Principal Dunn advises teachers are currently running a deficit but the school can pull money from other events.
- Discussion on clearing deficit
- Teachers should not be penalized for delay in PAC forming
- Principal Dunn advises the school can't cover \$2600 for deficit
- Discussion - what was the amount for last years? Fiona - \$50 year before, was brought to discussion by DPAC and decided to increase to \$200 to bring in line with other PACs
- Fiona/Amanda J - approved in budget but no signing authority to release funds
- Matter to be discussed upon arranging signing authorities etc.

**Date for Next Meeting - Thurs, December 1st, 2016, 6:30**

Motion made by Claire to adjourn meeting (20:43)

**Meeting Adjourned**