

Willows Parent Advisory Committee SD61

Executive Meeting Minutes	May 17, 2017
Commencement	7:07 pm
Adjournment	8:30 pm
Executive in Attendance	Bronwen Sharpe (Chair), Chelsea Wozniak (Secretary), Angela Jackson (Vice Chair), Jenny Dickson (Treasurer), Wendy Holob (Principal), Christine Patterson (Vice-principal), 16 parents.
Welcome	Welcome to parents and staff from the Chair.

**Approval of today's agenda by Dana Bell, seconded by Cindy Rodier.
No minutes to approve from last meeting.**

Report from Angela on Blossom Tree Festival:

Looks like good weather.
Some new games outdoors.
Balloon stomp in music room to reduce noise.
Thanks to everyone who has volunteered so far. Need a few more volunteers.
We have a very large school, which is challenging, but great because we can get food trucks.
Other schools aren't able to hire a food truck.

Reports from Bronwen on:

Purchasing a new playground:

We have two proposals from vendors for a playground in Grade 4/5 area. We are awaiting one more proposal for our review.
We have the money saved to purchase, may need to raise more money for installation by the district.
Hoping to have it installed next year!

Bike to School Week/Gr. 4 "Rodeo"

Best year ever for bike to school week. Much participation. PAC pays funds toward bike to school week and bike rodeo to support these events.

School supplies:

We are using Staples this year, not Monk Office Supply.
We contacted both and Staples got back to us. We will try Monk again next year as we hear from parents they wish to support a local business.
Staples have amazing service. Offered to do on the spot ordering during first week of June for two days. Parents can order and pay onsite. Parents will be entered into a raffle to win their supplies for free. Samantha Crawshaw is taking over for Dana on School supply ordering.
Volunteers will be needed first week of September to hand out supplies and coffee.

Oak Bay Tea Party Parade participation:

Last year we had less than 30 people, children and parents included, in attendance. We would like to have a larger presence.

Kids need an adult with them. Can leave a kid with another parent. Can't just drop your kids. Try to position ourselves in front of preschool, not behind, as we run over them. They can't move fast enough to avoid our bikes and scooters!

How can we motivate parents and kids to participate?

Brainstorming:

Give kids candy? Give kids a chance to win a sheet of tickets for rides/games?

Do we try and get the grade 5 kids interested in participating as a last hurrah?

Competitions for most in a class, best decorated, could win a pizza lunch?

Hat parade. Make silly hats, wear silly hats?

Staff Appreciation Lunch:

Every year we host a lunch for the staff on a pro-D day. Catering by Truffles is already booked.

Going to ask Grade 5 parents to help host this lunch as a last thank you.

Last volunteer request of the year.

Communications: We are hoping to get everyone onto the PAC Facebook page. This will help distribute information and support parents and students.

Kim Kuran report on the hot lunch program:

Until now, sushi by Fujiya. Fujiya will no longer be able to supply our school with sushi as of next year. Maybe in the future. Kim has contacted all other local Sushi establishments, as well as Thrifty's. Thrifty's is higher priced but will deliver. In deliberations, work in process. Team of parents doing pick up of food so far. Looking for volunteers to help with pick up at lunch.

Pizza continues as is, well supplied and received.

Report on the Budget from Jenny Dickson.Revenue:

We collected \$2000 more in contributions than expected.

Blossom Tree Festival breaks even.

Collected \$2800 more than expected from pizza.

Expenses:

Home reading books to be spent \$1000.

Vic Sings happens every other year. We will spend \$1400 this year.

On budget for pizza, over budget for sushi.

Sushi line increased for new sushi provider next year.

\$10 000 allocated this year to playground.

No gaming revenue last year, we got our grant this year.

Not all field trips have been used to date. Hopefully teachers will use this money. We will email out to teachers reminding to use or donate to another class.

Student recognition. \$1000, not spent. Discussed. New plans for possible recognition of Grade 5

students championed by Lorraine Powell.

Outdoor equipment, plan to spend this money on basketball nets.

Still \$1000 to spend, ideas? Purchase more gaga balls from "Cliff's pits."

Proposed budget for 2017/18:

Changes:

Increase projected revenue from parent contributions.

Pizza lunch revenue increase to reflect this year.

Vic Sings runs every other year, so no expense next year.

Library will get increased funding to \$1500 as asked by librarian. Plan to increase money again next year by another \$500 to get to \$2000.

Increased cost of sushi. We hope it won't be too expensive.

Crossing guard value decreased to reflect the number of guards we have.

Student clubs have increased as we have some interest from teachers.

Coding club (Powell), STEM projects (Henry). We will support with funding.

Playground fund:

Total \$54 500, with sausage fest money: \$62 900.

Do we do another fundraising event? Casino night? Can do a "serving it right" ticket and get permission to have alcohol on site. Gaming license may be needed to gamble.

Possible future discussion, **we are a fundraising free school.**

Nominations for PAC 2017/18:

PAC Chair: Cindy Rodier nominated by Bronwen Sharpe, nomination accepted by Cindy Rodier.

Vice Chair: Angela Jackson (Angela needs a shadow as this will be her last year).

PAC Secretary: Chelsea Wozniak

PAC Treasurer: Jenny Dickson

Past PAC Chair: Bronwen Sharpe

VCPAC: Loring Trent nominated by Chelsea Wozniak, accepted by Loring Trent.

Very important role to know what is happening in our district as we grow.

Member at Large: Communications

No member present are opposed to adding this new role to our PAC.

Jean Pakvis nominated by Bronwen Sharpe and accepted.

CPF rep: Stephanie Novak

Kindergarten Liaison Rep: Chair has a member in mind, not present

Class Rep Coordinator: Kelli Van Leeuwen nominated for class rep coordinator, accepted.

Hot Lunch Coordinator: Kim Kuran, Michele Montgomery

Lice Check Coordinator: Kim Kuran, Margeurita Chapman, Emma Mister

School Supplies Coordinator: Samantha Crawshaw

Emergency Preparedness: Greg Swan and Loring Trent nominated and accepted to be a part of this team.

Hospitality: Alyson Enge and Fiona Auld

Welcome to Willows: Natasha Stott will continue and Kristina Millen will help.

New role to create: Allergy Liaison

Context: Kristina Millen: son has a nut allergy. Liaison for kids with allergies between parents and teachers.

No member opposed to creating the role, Nominated by Bronwen Sharpe, Nomination accepted by Kristina Millen.

For future: The fast way to do this process is to “ask to pass the slate as presented?” rather than each individual one by one.

Thank you for everyone’s effort and interest in volunteering.

The next PAC meeting is Wednesday, June 21, 2017, 7 pm – 8:30 pm

