

# Willows Parent Advisory Committee BCSD61

**General Meeting Minutes**                      Sept 21, 2016

**Commencement**                                      7:00 pm

**Adjournment**                                        9:05 pm

**Executive in Attendance**                      Bronwen Sharpe (Chair), Stephanie Novak (CPF Rep), Chelsea Wozniak (Secretary), Katie Shaw (Kindergarten Liaison Rep), Kate Donahue (Class Rep Coordinator), Dana Bell (Past Chair), Wendy Holob (Principal), Christine Patterson (Vice Principal), Oak Bay Police Liaison Markus Lueder, 26-32 parent members,

**Welcome**    Words from Bronwen.

Motion to approve today's agenda Bronwen Sharpe seconded Gina Cuthbert.

Motion to accept minutes from the last meeting in June, Chelsea Wozniak, seconded by Stephanie Novak.

## **Introduction of the PAC executive, coordinators, committee reps, etc.**

Bronwen Sharpe Chair; Jenny Reed Treasurer; Katie Shaw Kindergarten Liaison; Stephanie Novak Member at Large, CPF Representative; Chelsea Wozniak Secretary; Daphne Wood and Greg Swan Emergency Preparedness Coordinators; Kim Kuran, Lunch Program Coordinator and Lice Check Coordinator; Dana Bell Past Chair; Angela Jackson Vice Chair (absent); Alyson Enge Hospitality.

All positions are filled.

## **Words from Oak Bay Fire Department Liaison Markus Lueder**

Markus has been with Oak Bay PD for 3 years, many years with RCMP before that, lives in the neighbourhood. Has 4 kids youngest in grade 11. Has been doing traffic speed checks around schools both public and private and day cares. Does some patrol as well as school liaison. Is able to do proactive policing.

Is very approachable and interested in being involved in our school.

Markus volunteers to do the Gr. 4 Bike Rodeo.

Markus can teach WITS. Does a lot of work at the high school in drugs, assaults, sexual assaults etc. Creates safety plans for schools, will respond to anything needed at the school. Schools are

safe, happy, well looked after. Admin makes sure we meet the needs of kids.

Story about writing tickets in school zones. Story about explaining police in Canada to international students.

We are encouraged to speak with our neighbours and parents about parking and speeding.

Traffic discussion with police liaison: Study done some recommendations implemented. New yellow curbs at corner of Musgrave and Dalhousie for no parking and better vision at corners. Discussed 4 way stop at same intersection. This isn't going to happen due to confusion and flow, later decided this isn't a great option. Can try to get speed board signs, but there aren't enough to leave one for long. ARTS study of active arrival at the school, bikes, skateboards, walking.

Discussion of drop and go section of Musgrave in front of school. Not for parking. Can we print something to remind parents to not park in our drop and go? Can we encouraged parents to park a couple blocks away and walk?

### **Report from PAC Chair about the purpose of PAC:**

Bronwen Sharpe: What is the PAC: Parent Advisory Council. Executive elected in May. All parents in PAC, all can vote. PAC is about cash, connections and communication.

Cash: We are a fundraising free school. We ask for a yearly contribution from parents, \$40 per child yearly. We spend it: busing program, one free bus for a field trip for each teacher. Money yearly for field trip. Class room allotment of money for each classroom. Teachers may spend it on whatever they like. We give the library \$1000 for books each year as well as \$1500 each year for author talks.

Connection: We orchestrate events. IE: Ice Cream Social tomorrow after Parent/Teacher interviews. Movie Night in winter. Blossom Tree Festival in the spring. Hot lunch, new playgrounds, organize class reps, lice checks, PAC money and volunteers replenish all emergency supplies at school.

Communication: Website. First classroom to have all parents subscribed will get a pizza lunch. Website, newsletter, Twitter.

### **Report on school supply order and pick up:**

Dana Bell: coordinated school supplies ordering and pick up. This is a service to parents, there was no markup, we do not make a profit. Staples has been great about fixing mistakes and replacing defective gear.

### **Report from Kindergarten Rep:**

Katie Shaw: wants to create a blog. Will start with a survey of K parents searching for gaps. Will work with committee for welcoming new students, some are K and some are new families in

upper grades.

**Report from Class Rep Coordinator:**

Kate Donahue: Missing class reps in 4 divisions. Speaking to teachers and networking to try and resolve this.

**Report from Hot Lunch Coordinator:**

Kim Kuran: So far there are 185 orders in. Price per slice increased by \$25 this year. (\$3.75).

We trialled Subway last year, but it didn't work out due to cost.

**Report on Sausage Fest:**

Chair update: Sausage fest feedback: loved, want it more often. First time beer served at Willows beach. Please send feedback to Willows PAC chair. We don't have a total amount raised yet. PAC didn't put out any money for the event. All firefighter's charitable organization.

Discussed the process of putting in a new playground with our money. Slow process. We will likely survey parents on a few options. Then get appropriate permissions and installation. Looking also at amphitheatre for outdoor learning. We need to be careful as our fields are rentable, can't take up rentable area with playground.

Please send ideas about playgrounds to PAC email.

**Words from the school principal and vice-principal Wendy Holob and Christine Patterson.**

Kids are settled in their classes.

Wayne Ridley has moved to Vic High. We expect a new custodian.

New filtered water stations. We are also getting a water bottle filling station. Please send kid to school with a full water bottle. Discussion of lead sampling of water in the school.

Christine updating and new handbook for the school. Will be online. PAC will be involved in final edit.

Wendy's suggestion for a good start to the year:

Make time to read with you child. Share the reading, then talk about what you read. Discuss plot and feelings and thoughts. This makes it more meaningful.

Ask your child about their day. Be specific: What did you do in math today? Did you play with (insert child's name here) today?

Kids in grade 3/4/5 have little homework. Value the experience of homework. Have a designated spot for homework.

Get a good night's sleep, arrive at school on time. Being late triggers anxiety in children.

Welcome back Christine!

A discussion started around school safety and practising lock down situations. Wendy Holob and Markus Leuder addressed these concerns.

Schools are generally safe, safety plans are in place for schools, question about lock down practice. Discussed with Wendy earthquake drills, fire drills, lock down drills. School is getting curtains over windows in classrooms for lock down situations. Main door, door near parking lot, and ramp door are unlocked. All others are locked.

**The next PAC meeting Oct 19, 2016. 7-8:30 pm School Library.**