

Willows Parent Advisory Committee

Regular Meeting Minutes: 23 September 2015

Call to Order: 7:05 pm

Approval of the Agenda: The 23 September 2015 agenda was approved by Gina Cuthbert, seconded by Chelsea Wozniak

Approval of the Minutes: The 17 June 2015 meeting minutes were approved by Louise Longridge, seconded by Chelsea Wozniak

Attended: By over 15 people (including Principal Wendy Holob, Vice Principal Christine Patterson, Officer Eric Payne)

Welcome to PAC:

- First meeting of the PAC for this school year. Welcome delivered by Dana Bell.
 - Fundraising free school
 - PAC relied on funds from voluntary contribution each year
 - Pizza day is a source of revenue

Key Positions Filled: (* denotes executive position)

- Chair*, Dana Bell
 - (Dana resigned and the position was filled by Bronwyn Sharpe* see end of minutes)
- Vice Chair*, community events, Angela Jackson
- Treasurer*, Chelsea Wozniak
- Assistant to the Treasurer, Clint Lalonde
- Member at Large*, Class Rep Coordinator, Jacqueline Lines
- Member at Large*, CPF Rep, Stephanie Novak
- Member at Large*, Kindergarten Liason, Sarah King
- Lice Check coordinator, Shannon Carmichael
 - Last year at school. Looking for someone to learn the role for next year.
- Pizza Day Coordinator, Michelle Montgomery
- Earthquake Preparedness Chair, Craig Mount
 - Last year at school. Looking for someone to learn the role for next year.
 - Filled by Edon North.

Key Positions Vacant:

- Secretary*
- Hospitality (for PAC meetings)
- Bike Committee Chair (Grade 4 bike rodeo and Bike to work week. Could be shared position)
- BCCPAC rep and VCPAC rep
- Assistant to the Lice Check Coordinator

Updates:

- From Officer Eric Payne – OBPD Liason
 - Eric is the liason to all Oak Bay schools
 - Discussion of traffic safety around the school
 - OBPD officer will come into the classroom if invited
 - Approach officers around the school yard or community anytime
- From Sephanie Novak, CPF rep
 - Planning French activities for families
 - Partnering with GVPL
 - Pilot program- French classes for parents – registration is on now
- From Craig Mount- earthquake preparedness chair
 - Containers around school containe supplies for a disaster
 - Food is donated and replaced in cycles every 3 years
 - Water is replaced yearly
 - Each classroom has an emergency kit as well
 - BC Shakeout discussed
 - Craig is in his last year at Willows and will train Edon North to take over. Thanks Edon!
- Report from the Chair, Dana Bell
 - School supplies went out successfully this year
 - Used Staples instead of Monk due to changes to ordering platform
 - Will look at Monk or Staples for next year depending on services offered
 - Bus pilot program last year was a success
 - Each class had an extra bus for a field trip
 - Teachers worked together to put multiple classes on a bus
 - Gaga ball pit
 - Site is prepped and painted
 - Materials are delivered and in storage
 - Waiting for installation
 - Holly Tree Festival
 - Discussed changes to Holly Tree Festival for many reasons
 - Discussed simplifying a December event and moving the festival to Spring
 - Discussed a movie night for a December event
 - Willows tradition reveals there was a Spring Festival
 - better weather
 - more time to plan
 - less busy time of the year
- Report from the Principal, Principal Wendy Holob, Vice Principal Christine Patterson
 - Discussion of what to expect from our children at the start of the school year
 - Tips for maximizing our childs experience and success during the year
- Pizza update from Michelle Montgomery
 - Discussed having more options such as Subway
 - Discussed having more Hot Lunch Days, such as twice a month

New PAC Chair

- Chair, Dana Bell, announces her decision to step down as PAC Chair and stay on as Past PAC Chair to support the new Chair in their role.

- Motion to accept Bronwyn Sharpe as the new PAC Chair made by Edon North and seconded by Health Macrae

Adjournment: 9:30pm

- Next meeting – 21 October 2015
 - Trevor Caulkin presenting a Math Workshop for parents
- For more PAC information subscribe to www.willowspac.ca or like us on Facebook "Willows PAC"
- Please direct any questions or requests to willowspac@gmail.com