

# Willows Parent Advisory Committee BCSD61

## Executive Meeting Minutes

September 12, 2016

### Commencement

7:45 pm

### Adjournment

9:05 pm

### Executive in Attendance

Bronwen Sharpe (Chair), Chelsea Wozniak (Secretary), Stephanie Novak (CPF), Kate Donahue (Class Rep Coordinator), Alyson Enge (Hospitality Committee), Dana Bell (Past Chair) Angela Jackson (Vice Chair), Kim Kuran (Lunch Coordinator) Katie Shaw (Kindergarten Liaison)

### Welcome

Words from Bronwen thanking us for our volunteering and positive attitude.

Introductions around the table.

### Roundtable and Reports for Executive and Committees

Agenda was emailed out, accepted.

Discussion of kindergarten experience and district policies.  
Discussion of full schools.

New website, 80 people signed up so far. Need new ways to inspire people to sign up. Send in feedback to chair.

Staff meeting on Wednesday. Bronwen will attend on behalf of PAC. Inform teachers of bussing project, classroom allotment, field trips, how PAC money is used/accessed. Volunteers for dunk tank. Thank you Bronwen!

Sausage fest. Hosted by Oak Bay Fire Department Charitable organization. We receive 90% of proceeds. Will fund the new playground for the grade 4/5. Angela will finish the SignUp Genius for volunteers, get sign in from Bronwen. Need 30 volunteers, have 3, didn't know we were staffing this!! Thank you Angela!

General housekeeping: Have PAC exec and committees contact information is gathered and will be shared. Please send off some photos to Bronwen. Thank you Bronwen!

School supply report: Went well, last year 275 orders, this year 358 orders. There is no profit, we choose not to, this is just a service to the parents. Teachers are very specific about what

they want (specifying the brand they will accept which is very expensive). If any supplies are defective, teachers should let PAC know so that we can have them replaced. Everyone received their order. All the coffee was consumed by parents! Thank you Dana!

Hot lunch update: We trialled Subway last year. We make no profit at all for Subway day, and we are choosing not to continue this year.

We make about \$1000 for each pizza/sushi day. Because staff believe pizza day is disruptive, we are not allowed any more than our 9 days for hot lunch.

Website is ready for orders. A notice will go out in the newsletter. Thank you Kim!

CPF is holding French lessons for parents again this year at Lansdowne and at George Jay. Parents are asking about the classes, on the website under latest news. Some parents at other schools have had advance notice. Thank you Stephanie!

Class Rep Coordinator needs only 13 more reps. Deadline is Friday. Class rep responsibilities are listed in call for volunteers. Thank you Kate!

Ice cream Social is Sept 22, need a few volunteers, order ice cream. Thank you Angela!

Planning a Parents night to view Bad Moms at The Oak Bay Lounge. In November 2016. Thank you Bronwen!

**The next PAC meeting September 21, 2016. 7-8:30 pm in the School Library**