

Approved Minutes of the January 22, 2025 PAC Meeting - 7:00 pm Willows Library

1. Welcome & Land Acknowledgement

Cloe welcomed all for coming and recognized the beautiful Lekwungen territory that our school resides on. We are grateful to the local people for sharing their teachings and knowledge and being gracious keepers of the land.

Meeting called to order at 7:03 pm

2. Determine quorum- a majority (50% plus one) of Executive Officers and at least one additional non-Executive voting member) present.

In Attendance: 4 Exec present (Cloe, Jennifer, Lindsay & Hayley; Jenna and Leah absent) and approx 5 parents.

3. Approval of Agenda

- a. Additions: VCPAC Update to New Business

*Cloe motioned to add VCPAC Update to New Business: Sarah moved and Jenn seconded. CARRIED.

4. Approval of Minutes

- a. Approval of November 20, 2024 minutes

*Jen moved approval of minutes, Anna seconded. CARRIED.

5. School Leadership Update (Cindy and Stef)

- a. Thank you to PAC members for all the fundraising: great fundraising going towards the music program and playground equipment.
- b. Have explained to staff how the fundraising is targeted towards specific items etc. and how that has been a successful approach.
- c. Have reviewed school goals with the staff:
 - i. To enhance student **writing skills** across all grade levels by focusing on vocabulary development, improving sentence structure, idea development, and clarity of expression through targeted instruction, collaborative writing and editing, and consistent practice across curricular areas.
 - ii. To deepen our understanding and commitment to the **Truth and Reconciliation** journey as adults and students of our school community.

- d. French kindergarten registration has been determined and communicated - have received letters of acceptance and informed about the waitlist. A few spots become available for grade 1 entry.
- e. English kindergarten registration begins next week - this is based on a first come first served, with some priority specifics (ex. Sibling at the school).
- f. First Nations drumming - Thursday mornings have started with a couple classes and will open it up to the rest of the classes after some time. We have drumming stewards as well as guests who will be working on making some drums.

6. Co-chair report (Cloe)

- a. Thanks to all who participated in the winter events (winter movie night, winter performances during school with raffles). Raised money for the music program (will be used for bus transport in the spring as well as for other items that our music teacher and school admin see as needed).
- b. Grade 5 committee did well on hosting bake sales and held a music bingo fundraiser event at Fernwood Inn. Fundraising will go towards an end of year celebration for Grade 5 students and families. If you want to help out in any way on this the PAC can connect you with the committee.
- c. Decision to cancel the PAC music bingo at Fernwood Inn due to timing with the Grade 5 event. Will be looking into hosting it later in the spring or as a kickoff event in the new school year.
- d. Parent Education has been identified as important to Willows parents. Information on a couple opportunities being held next week has been shared. PAC Exec welcomes any parents interested in organizing more education sessions for our school community.
- e. PAC Exec are also potentially looking for another member to represent Willows at the VCPAC meetings.

7. Treasurer report (Jennifer)

- a. Jennifer reviewed PAC Budget vs Actuals
 - i. Events line item has increased due to fundraising
 - ii. Donations is a line item from the music performances
 - iii. Gaming Revenue (the Gaming Grant) is now with the school, and expenses are tracked to ensure they are for applicable uses
 - iv. Fun lunch line items - show as a high number because we pay vendors from that amount as each fun lunch occurs

8. New business

- a. VCPAC Update:
 - i. Jenn was unable to attend the December meeting and wasn't forwarded the follow-up email so is catching up on information.

- ii. Brief overview of the situation: The Board didn't approve the SPLOs in the budget any longer and they were removed from schools. The Board was instructed to provide plans - submitted several plan options and those plans were not accepted. The Ministry may reappoint a new Board.
- iii. The VCPAC has taken a neutral stance other than being against terminating the Board. Now the Ministry has set-up a Zoom meeting to get school PAC opinions, due to the VCPAC not commenting. Willows PAC doesn't feel we can provide an opinion but Jenn and Cloe will attend the Zoom call for info and will provide updates.
- iv. Discussion on the gaps in communication with VCPAC.
- v. Suggestion to have an info section about VCPAC on the Willows PAC website so that parents are aware of this function and its resources.
- vi. Cindy spoke to what role the SPLOs had on site in the past, for clarity. Discussion amongst parents about the topic.

*Jenn motioned that if our PAC is asked for an official position in the zoom meeting that we request to be given time to confer with the broader PAC population.

Cloe moved, Catherine seconded. CARRIED.

- b. Parent Education Nights - Info on the sessions provided in weekly update and Cloe will do a social page post
 - i. Jan 27th at 6:30 - 8:00pm at Willows
 - 1. Oak Bay and Fairfield Psychology
 - 2. There is no charge for this session
 - ii. Other session Jan 29th at 6:30 - 8:00pm at Sundance-Bank elementary, available to other schools in the community
 - 1. There is a registration sign-up for this no charge session
- c. Fundraising Opportunities: Spring (Music Bingo, Spring Dance & Blossom Festival)
 - i. A parent has been confirmed to chair the organizing of the Blossom Festival, needing an organizing committee
 - ii. To be determined if we hold a spring dance or alternative bingo option?
 - iii. Likely do music bingo parent event in the new school year
- d. Fundraising goals and objectives
 - i. Raised \$1600 at the winter concerts towards the music program
 - ii. Boo bash raised \$2300 towards playground equipment
 - iii. Art cards raised \$3800
 - iv. Working with Admin on what areas are in need of fundraising
 - 1. Admin interested in making a large outdoor obstacle course as a longer term goal. Expense is design, paint and the cost of the district to do the work.
 - v. We have a survey going out to parents on broad themes they'd like funding to go towards. Themes are:

1. Community events
2. Garden shed
3. Sandbox and outdoor kitchen
4. Classroom reading books for home reading
5. Art supplies

Additional ideas generated at this meeting:

6. Funding writing workshops
 7. Parent Education items that may have a higher cost
 8. Information signage/billboard
 9. Obstacle course
- vi. Comment on funding for classroom cleaning - this is a CUPE role so fundraising can't go towards this but parents can advocate on budget items when the Board prepares budget.

9. Meeting adjourned at 8:25pm - moved by Jennifer, Cloe seconded. CARRIED.