

MINUTES

Shannon Lake Elementary PAC

Date | time January 9 2019 | 6:38pm *Meeting called to order by* Sarena Smith

In Attendance

Sarena Smith, Kori Nightingale, Jackie Mullen, Christina Ennis, Rebecca Ashley, Carrie Higginson, Charles Lelliott, Melissa Ganzeveld, Mr. MacLeod

Approval of Minutes

The Minutes from last meeting were adopted by Melissa and seconded by Jackie

Principals Report

Principal Barrie MacLeod presented his report.

- Look at our school website for all information – its very informative and kept up to date!
- Christmas Concert and the Giving tree went amazingly well
 - Unfortunately, Andrew won't be able to take care of the light and sound next year, perhaps we can train up some Grade 5's
 - Carrie may have a nephew who could be a possible candidate as he is qualified
- K-3 Rocks and Rings – curling is getting rolling
- Gr 4 Basketball is starting in the mornings
- Chess/Lego/Battle of the Books/Choir – all of the clubs are doing great!
- Reminder O'Canada this Saturday will be sung by the choir at the Warriors Game – come out and support our choir and our local hockey team
- Addressed focus regarding \$ amount with our school PAC's
 - Barrie has a list of other items the school might need
 - Gym mural, backer boards for basketball hoops, amplifier for teacher's voice system, playground!
- Our PAC is doing great and we need to just stay the course

January 10th

Fieldtrip - Sawatzky's grade 3 class 09:00 AM - 02:00 PM Kelowna Museum

Hot Lunch - Panago Pizza (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 11th

Fieldtrip - Knibbs / K. Luciak - Skating (Royal LePage Arena) 12:00 PM - 01:45 PM RLP Arena

January 15th

Rock & Rings - Primary Jan 15

Hot Lunch - West Sakura (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 17th

Rock & Rings - Intermediate Jan 17

Hot Lunch - Panago Pizza (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 18th

Field trip - Kelowna Museum - Mr. Luciak/Mrs. Malone's Grade 3 classes 09:00 AM - 02:15 PM Kelowna Museum

January 21st

Knibbs / K.Luciak - Skating field trip 08:45 AM - 10:30 AM Jim Lind Arena

January 22nd

Hot Lunch - Tim Hortons (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 23rd

Local Author - Andrew Buckley - Grade 4 12:30 PM - 01:15 PM Shannon Lake Elementary - Library

Local Author - Andrew Buckley - Grade 3 01:50 PM - 02:30 PM Shannon Lake Elementary - Library

January 24th

Skating Fieldtrip - Mr. Sader/Mrs. Wipf Gr 4 class 08:50 AM - 11:00 AM Royal LePage Arena

Hot Lunch - Panago Pizza (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 25th

Spirit Day - Onesie Day Jan 25

Kindergarten Skating Fieldtrip 09:45 AM - 11:30 AM Jim Lind Arena

January 29th

Hot Lunch - Hot Dog Day (for those students who pre-ordered) 11:10 AM - 11:30 AM

January 31st

Grade 5 Fieldtrip - Cross Country Skiing 08:45 AM - 02:20 PM Telemark Nordic Club

Hot Lunch - Panago Pizza (for those students who pre-ordered) 11:10 AM - 11:30 AM

Treasurers Report

- Balances were discussed for our PAC checking account, gaming account/grants.
 - 28,329.38 in our checking account
 - 72,202.20 in our savings account
 - 9,056.75 in our gaming account
 - PAC balance is 109,588.33
- Balance sheet was provided
- Kori will provide Jackie with previous school PAC template and work on yearly inclusive budget
- Discussion regarding larger amount of \$ disbursement than the allowable \$250.00 is required for hot lunch needs because the purchases are well over \$250.00 consecutively each month. This puts a hardship on the lunch coordinator who is often out of pocket hundreds of dollars until they can be reimbursed.
- Our PAC is moving to a fully transparent bookkeeping in light of what has been happening with other school PAC's and their troubles. We discussed the need to see bank statements vs viewing live online account during meetings etc.
- We also discussed adding additional safeguards on money handling after events and will put procedures in place
- Our account currently is view only online and display only – we cannot even transfer funds between our own PAC accounts.
- We will now be posting balances on our PAC website
- Moving forward we will need to have a copy of financials and statements will be reviewed and signed off on each month by at least 2 executive members.
- We voted on having bookkeeping reviewed each year by an independent accountant/bookkeeper – Motion by Melissa and seconded by Rebecca, unanimous approved
- *Please stay tuned for a full detailed budget report and statement!!*

CoPAC Report

- Sarena and Jackie went to the meeting
- Dsc23 Instagram account from students – check it out! It's the district's student council
- Great presentation from Food for Thought
 - Ensures no child goes hungry with brown bag lunches given out as well as backpack Fridays where kids get to discretely fill up a backpack with food from a school pantry so they have food for the weekend
- Discussion with Barrie, and we already have other programs currently in place and running behind the scenes here at SLE
- Discussion of breakfasts for support – needs further explanation and some digging deeper but a lot of interest shown to provide something of this nature here at SLE
 - We would need funding for a breakfast program
- Discussion of looking into our garden or somehow providing fruits and veggies to those who need
- Harmony day – noted in mount boucherie that 13 stalls will be gender neutral
- Dangers of Vaping
 - Discussion of providing clarity and education to inform families the realities of the dangers of vaping

- Agreed this was very important and questions arose about bringing in guest speakers on vaping dangers for grade 5's
- January 15th Mount boucherie early French immersion and January 22nd Glenrosa – public forum dates being discussed
- Sarah briefly spoke about PAC's affected by missing monies at other schools in the news recently

Events and Upcoming Fundraising Activities

Purdy's chocolate fundraiser

- It was a success!

Used Book Sale

- Rochelle did an amazing job!

Christmas concert/Raffle and Seats Recap

- All went well and was great!

Potential Date for Fun Fair

- June 7th
- We need to set up a Fun Fair committee

Potential Date for Teacher's appreciation lunch

- June 14th
- We need to set up a Teacher's appreciation lunch committee

Hot Lunch

- Urgent our hot lunch team needs to get food safe now!

Parent Communications

Newsletter

- Discussed this in detail. All were in agreeance that this would be very beneficial to increasing awareness
- Barrie is able to assist to distribute this with only a few clicks of a mouse
 - General discussion that PAC needs to have more informative, inviting and to try a variety of communication techniques (paper in backpacks/email/Facebook/SLE website) ways of reaching more parents

Parent Ambassador

- Discussion that this is in fact needed as it had been nixed at previous meetings
 - Kori will lead the charge here
 - Focus will be first on approaching teachers with the reasons for having a class/parent ambassador in each classroom is so that each parent can feel connected to the school and well informed and also be a part of all of the decisions pertinent to the school PAC
 - We know that we need better communication as different types of communication will reach different parents with the hope of having a well informed and engaged PAC and community

Voting Items

Field Trip Sponsorship

- PAC would like to sponsor all field trips
 - Discussion of a limit of \$10 and under PAC will pay for it
 - Barrie will announce this once the teachers are informed of the fabulous news

Matching Sales from used book sale

- PAC matches the sales and gives this to the school which goes right back into the library

Playground addition

- Kori discussed providing options for breaking up the playground areas and looking at getting one or two elements of the new proposed playground underway asap
 - Some areas might be a set of disk swings, new swing set with inclusive swings, buddy bus, rope adventure structure, sound garden, kidforce spinners, Rev8 (witches hat merry-go round climber) etc.

Playground Status

- Discussion on funding, etc. Kori to reach out to Harold and invite him to speak on playground replacement procedure at our next meeting to give some insight on how we can fast track this process
- Kori suggesting to also reach out to our new Mayor to also attend our next PAC meeting
- General discussion focused on Kori's findings that perhaps a squeaky wheel (community and school driven) is needed to help push along playground funding
- The playground committee is in the process of being formed
 - Kori will be reaching out to more parents who want to be involved in this and giving them the opportunity to be an active part of this process

Recent School PAC News

- As a PAC we are doing all we can for following rules and being very transparent
- We need to retool a few systems in place
- We need to spread the word what duties are on a PAC and details on each position that is now available
- We also need to reach out through our PAC to our community and spread the word that we can take some additional kids because of the restructuring. If we get 400 students than we can keep our VP Mrs Fraser!!!
 - So, we need to do a kindie recruit!!!
- We need PAC rep @ ELF and kindergarten orientation
 - Perhaps Sarena and Rebecca??
- We also need to look at PAC events i.e. coffee and donuts during PT meetings etc.
 - Christina is looking into this
 - We need to coordinate this for Feb 14th and 15th btwn 1-6
 - Great way to get information flowing about PAC/events/exciting opportunities etc.!

Nominations for:

- Vice President
- COPAC Representative
- Secretary
- We discussed having the nominations held at our next meeting where we would have time to send out information to the school parents and opportunity for great candidates to come forward!
- Melissa will prepare an informative description of what each role requires and this will be emailed and posted on our school website
- We will vote these positions in at the next meeting
 - There can be no nominations or votes by proxy, that means that all voters must be present to both nominate and vote

Other

School Garden

- Carrie brought to PAC's attention that she desperately needs crush for pathways
 - We discussed in detail and agreed to vote on this at next meeting
 - Carrie will provide PAC with some quotes so we know what amount is required

Seed Fundraiser

- Carrie tabled doing a west coast seed fund raiser

Before and after school program

- Discussion of the need for an affordable before and after school program on school grounds
- Kori had set up a program in her last school and will spearhead this and form a committee to help rally the troops!
 - Barrie mentioned that there may be an opportunity for Strong Start to get involved with Modulers that would be outfitted with washrooms and would be funded provincially
 - Further discussion that by rallying our community and school/parents of PAC to put pressure on the district as other schools have this in place already!
 - Kori suggested additional pressure may be applied by reaching out to child and welfare in the province as we have too many latch key kids in the school from K-5...all under the legal age of 12 to be left at home alone!

Winner for hot lunch draw

- Rebecca was the winner of \$25.00 for hot lunch! History is now made...it's her first win in 4yrs!!!

Thank you

- To all attending Parents and Mr. Macleod for coming to the meeting!!!

Next Meetings

Executive Committee Meeting January 23rd 2019 6:30pm, SLE Library

Executive Committee Meeting to work on updating our PAC constitution - date and place to be posted

General PAC Meeting February 13th 2019 6:30pm, SLE Library

Meeting was adjourned at 8:26 by Sarena