

PAC General Meeting - Minutes

June 13, 2018

ATTENDEES

Stephanie LeComte, Charlotte Burns, Lisa Black, Tara Zielinski, Chelsea Duhs, Linda Gour, Eileen Huster, Michelle Ross, Azita Nikbakhtan, Sydney Smith Patchell, Julia Kutlubay, Annabel Pringle, Daniela Tolzmann, Saiko Tachibana, Lisa Romero, Tania Pan, Jennifer Hatton, Monique Schelle, Sara Dubois-Phillips, Karen Stewart, Dina Daraee, Susan Shan, Elishia Lancaster, Kate Pratt, Monika Wilson, Kristin Asrar Haghighi, Paulina Michel, Kyra Williams Smiljanic, Jenny Cha, Tanya Jansma Maxon.

1. CALL TO ORDER (Charlotte B)

Meeting called to order at 9:05am by Charlotte.

2. APPROVAL OF AGENDA (Charlotte B)

1st Lisa B, 2nd Kristin AH. Approved.

3. APPROVAL OF MINUTES OF MAY 16 2018 (Charlotte B)

1st by Steph LC, 2nd Kate P. Approved.

4. PRINCIPAL'S REPORT (Tara Z)

QUEBEC REVIEW

- The Quebec Trip was a huge success with amazing feedback from the students - including independence, bonding with EFI and LFI and getting to experience this trip with their friends.
- Photos from the trip will soon be scrolling on the TV in the foyer

BUDGET REQUESTS

- Tara has prepared a 1-3 year plan particularly detailing the technology requirements. This plan includes the age of the existing devices, how they are being used and their deficiencies. Tara will show this plan to the staff and once finalised will submit a final request to the PAC Executive.

- Classroom Funds - this area needs some changes for next year as some divisions have not used their field trip/bus funds.

FRENCH LANGUAGE & CULTURE

- Tara spoke of the culture at PJ and how the teachers are very protective of PJ's reputation regarding French immersion and the use of language. They are also mindful that we are a French immersion school, not a Francophone school. Accessing all learning resources in French can be challenging and usually means additional costs. For example the early literacy program is sourced from France due to wanting to maintain traditional French. Another example is the First Aid course that costs 3 times as much to be conducted in French.
- Other opportunities may exist in the future as we saw this year - for example the Dance program was conducted in English.
- Next year there is the opportunity to pursue a theatrical, musical production. Tara added that productions of this nature can change children's lives as they are so impactful. The current option is to do a Broadway production, however this opportunity does not exist in French.
- Tara asked for comments about conducting such a production in English. Many comments were made including:
 - Wraps up the community due to the common language,
 - The odd event in English is representative of our real lives,
 - Other special events in the school are conducted in French eg First Aid training, announcements, and so having a few things in English is OK,
 - Perhaps a French component can be added?
 - Support from parents would be essential as running such a production is a lot of work,
 - If it was performed in French it might be difficult for parents to understand the production.

DATES TO NOTE

- Parent and All Volunteer Appreciation 8:00am-9:00am on June 21st - spread the word!
- Band & Choir Performance - Grade 6 & 7 and School Choir 6:00pm-7:00pm on June 14th
- Sports Day - 9am-1:15pm, early dismissal at 1:15pm. Thank you to the PAC for providing pizza and treats!
- Graduation - Kindies June 25th, Grade 7s June 26th. Thank you to the helpers for these events.

5. TREASURER'S REPORT (Lisa B)

BUDGET REVIEW

Lisa ran through the budget line by line, highlighting certain points as follows:

- As a note: the Bus allowance for field trips has to be paid by PAC (eg teachers/school cannot be reimbursed) as this is part of the gaming grant.
- Not all the Gaming Grant Funds have been spent this year (we have 48 months to spend them) but next year these funds can be allocated to the Artist in Residence program with M Elliot's Mother.
- \$1200 in Grad bills not yet received, also waiting on some bills from last month and funds from BBQ.
- Fun Lunch will be close to \$25,000 - still waiting on some bills.
- Gelato and Movie Nights were a great success this year.
- In September the PAC voted in a \$41,000 budget and we have earned almost all of it during the year.
- Other PAC expenses include a #PJ Proud stamp, new checks, tattoos, Fun Lunch ordering software.
- Looking forward - the budget for next year needs to include Saleema Noon, Bike Safety and First Aid which will be around \$6,000 which was not in this year's budget.

MAJOR FUNDRAISER

- Lisa also mentioned the possibility of the musical Tara spoke about being a PAC production versus a school production as we will need the support of the parent community to make this happen and this could be run as the PACs major fundraiser for next year.
- Lisa has asked around the school and there is not a lot of interest in people offering to run a gala next year.
- Another consideration for next year is PAC subsidising field trips. For example families would pay the full cost of the field trip at \$20, instead of PAC subsidising \$10 which equates to around \$3,500. Of note, this is the amount raised by both Gelato and Movie Nights. For further discussion.
- A major fundraiser will be needed to support the technology budget for devices at \$38,000. There is also the option to use some of the PAC funds currently in the savings account.
- Kyra mentioned that Caufield had done a check writing campaign that raised \$17,000 plus the Principal applied for a Grant. Tara will look into any available technology grants.
- Lisa added that last year's Fund The Need raised \$18,000. Or if we did run a Gala it could be for the specific purpose of raising funds for the technology budget eg buy an iPad as a silent auction item.
- Sara DP suggested tying the musical with a gala and holding one big event rather than having multiple asks throughout the year.
- The discussion continued around technology and Eileen raised a concern about do we as parents want our kids to be spending a lot of time on iPads? All agreed that this was a conversation that needs to be had.

- Tara added that tech is an extension of our learning and that the students are learning at a West Vancouver/professional level and that the technology used allows the students to see perspective with their learning.
- Tara also commented that our children are fortunate to have access to such amazing resources and that the benefits of having the technology available at school outway the negatives.
- A focussed approach to tech was suggested and there is an opportunity to form a Technology SubCommittee (PAC, VP, Teachers, Parent Rep). This group could present at PAC Meetings next year to keep the school community up to date.
 - Post meeting update: The Technology SubCommittee will meet next week informally (Tara, Kirsten D and Mat B). Following this meeting a call out for any interested staff and PAC Members will be released.

6. PAC EVENTS AND DATES (Charlotte B)

EVENTS

- Family BBQ June 15
 - Still need volunteers for certain roles - sign up is via the Google docs.
- Spirit Wear
 - The order for the last offering has been received and Julia will distribute.
 - Merchandise will also be available for purchase at the Family BBQ.
- Staff Appreciation Lunch Wednesday June 20
 - Volunteers are still needed for this event to help on the day and contribute food.
- Sports Day Lunch June 22
 - A complimentary lunch will be provided by PAC.
 - Early dismissal at 1:15pm.
 - Calling for volunteers to be Freezie Fairies at 10:20am - bring mittens to cut the tops off!

7. SOIREE REPORT (KYRA S)

- Kyra reported that the Soiree at Glen Eagles was a great success and raised approximately \$25,000!
- The Soiree Committee would like to prepare a debrief to share with PAC about lessons learned. Lisa Tan is preparing this report.
- As promised there is \$10,000 coming back to PAC.

8. VOTE ON ALLOCATION OF SOIREE FUNDS (Charlotte B)

- For clarification of this agenda item Charlotte started by stating that under the BC School Act, any fundraising done on behalf of a school PAC or via the school parent community, operates as a subcommittee of the PAC as a whole and does not have the independence to dictate the funds allocation. The funds allocation rests with the PAC body.
- For this vote, Charlotte presented both proposals and said that there will be no back and forth discussion or question and answer period and then after this presentation there will be an open vote. She reminded everyone to only cast one vote or your vote will not count.
- We are voting on what happens to the \$10,000 raised for PAC by the Mad Men Soiree. \$5000 for the current 2017/2018 was voted on and approved through the budgetary process back in September and October.
 - Proposal A: \$5,000 to 2017/2018 funds for PAC programs; \$5,000 to 2018/2019 funds for PAC programs;
 - Proposal B: \$5,000 to 2017/2018 funds for PAC programs; \$5,000 held in reserve at PAC for Kindy Park area with the proviso that if the project is not started within 2 years of today's date that the monies revert back to PAC general funds.
 - For the Kindy Park area project \$2,200 is already held at SD45 from monies previously raised.
 - Kyra passed around a plan of the Kindy space which has been designed as a controlled space for the children without having to go into the larger playground.
 - The first stage includes trees, table, bench, climbing piece (donated piece of driftwood) and sand donated by King Kubota.
 - This will also mean the bike rack is moved to another location.
- Votes for Proposal A = count 9.
- Votes for Proposal B = count 17.
- Proposal B is the winning proposal.
- Kyra expressed her disapproval of the voting process as she wanted more time to present the plan for the Kindy area. Charlotte said that she understood but was following the PAC protocols for voting.

9. ELECTIONS FOR 2018/19 PJ PAC EXECUTIVE (Charlotte B)

- Charlotte read out the nominations for the 2018/19 PAC Executive:
 - Chair: Lisa B/Chelsea D
 - Vice Chair: Vacant
 - Past Chair: Charlotte B
 - Treasurer: Saiko T; Dina D; Kenji T
 - Secretary: Monique S; Michelle R

- Communications: Steph LC; Tania P
 - Volunteer & Fundraising Coordinator: Azita N, Lisa R
 - Class Parent Liaison: Julia K
 - Parent at Large: Linda G; Monika W
 - DPAC Rep: Sheenagh T
 - Fun Lunch Coordinator: Hoda S
 - Fun Lunch Coordinator Shadow: Vacant
 - Park: Michelle M; Dina D
- All in favor. Motion carried.
 - Charlotte also thanked Kate P and Lisa L for their amazing efforts this year!
 - Hoda has run Fun Lunch for 7 years and this year will be her last. It is PACs biggest fundraiser every year raising in the order of \$20,000-\$25,000. Hoda will need a shadow this year to learn the system and take over Fun Lunch in 2019/20. This role can be done by 2 people also. Hoda receives one perk for this role which is her son receives complimentary Fun Lunch. All agreed that it would be appropriate to give Hoda a thank you gift at the end of this year for her extraordinary efforts!
 - Mat B is interested in being on the Technology Sub-Committee. Lisa and Chelsea will follow up with Tara and Mat.
 - Eileen H said she would offer assistance to the new parents taking on the Fundraising roles.
 - Monika W said she would like to also be a Parent at Large. Her name was added to the above list.

10. BUSINESS ARISING FROM MINUTES (Lisa B)

- There was no additional business arising from minutes.

11. ANY OTHER BUSINESS (Lisa B)

WEST VANCOUVER COMMUNITY DAY PARADE JUNE 2

- Sydney thanked Michelle and Mark for the most amazing float to this year's parade!
- Michelle said that she doesn't want to be reimbursed for the \$150, however Lisa said it is important that we know the true cost of running events for the future. Michelle will bring in the receipts but will donate the money back to PAC. Huge thank you to Michelle and Mark!

12. ADJOURNMENT (Lisa B)

Meeting Closed at 10:20am.