



MEETING MINUTES

Sooke Elementary PAC Meeting

Date/Time February 4, 2021 via Google Meet at 6 pm | *Meeting called by* Sooke Elementary PAC

Executive Members

Marianne Waldemar, President | Janelle Holstein, Vice President | Jessica Poitras, Treasurer | Shannon Scott, Food & Event Coordinator | Meghan Rownd, Secretary

Call to Order – Meeting of the PAC was held February 4, 2021 at 6 pm via Google Meet. Call to order at 6:01 pm.

Welcome and Introductions

Territorial Acknowledgement – Sooke Elementary PAC would like to acknowledge the traditional territory of the Coast Salish, specifically the T'Souke nation on which the school is built. We recognize the territory and the nation. We thank them for sharing this beautiful land.

Opening Motions

- **MOTION** to adopt agenda (MR 1st, JP 2nd CARRIED)
- **MOTION** to approve December 2020 meeting minutes (MR 1st, JP 2nd CARRIED)
- **MOTION** to adjourn meeting by 7:30 pm (MR 1st, JP 2nd CARRIED)

In Attendance

- **Executive:** Meghan Rownd, Marianne Waldemar, Jessica Poitras, Janelle Holstein
- **Other:** Brittany Hartley, Krista Leakey, Colby and Natalie (Ready, Step, Roll)

Partner Groups

- Krista
 - o Spiral walk
 - A mindfulness walk around the stone learning area outside
 - Connects kids to the outdoors
 - Was discussed at the district level as well
 - o School Supply money
 - Don't have breakdown of who has paid, etc.
 - **ACTION:** Meghan will add to newsletter and Facebook to remind parents to pay
 - Goes to all consumable items
 - Pencils, duotangs, pencil crayons, markers, note books, etc.
 - Issue is PAC has been asked by teachers for things like expo markers, construction paper, etc
 - Is this something we should cover, the \$40 from parents or the district?
 - Krista will bring it up and see what should be paid for by who
 - o Water testing
 - March 2020 it was done
 - Everything was in an acceptable range
 - Might be done again in spring 2021 but nothing concrete
 - o Learning projector (possible PAC purchase)
 - She will bring it up at the next staff meeting to see if teachers will actually use it
 - o Soccer nets are being assembled (ones purchased by PAC)
 - They are huge so they will go out by the hockey nets for the intermediate kids to take them out because they might be too big for smaller kids to get them out
 - Thought is whoever is on the field that day can use them

- Kirsta will take a picture to show us how big they are
 - Concern by PAC that they might be too big and not what we were intending for the students
 - We might return them if they are too big and complicated for the school
 - **ACTION:** PAC will look into an alternative, easier version for the school instead
- Food in emergency bins
 - PAC does not need to purchase food for the bins
 - Rather than having the students have food there we need them to be picked up (reunification)
 - Focus on parents getting their emergency paperwork updated so that students can be collected from the school as soon as possible
 - **ACTION:** Meghan will add this to the newsletter to remind parents to get their paperwork up to date
 - We should have some join the SPEAC meeting
 - **ACTION:** PAC will discuss who can attend the SPEAC meeting to get up to date on district information (SPEAC rep needed)
- Pink shirt day February 24th
 - We might be able to get T-shirts for next year
- Virtual book fair March 1-15th
 - \$40 order is free shipping
 - Orders shipped to homes
 - 20% of sales go back to the school
 - Parents should get a link to where to order
 - Teachers book wishlist – Krista will check into this
- Teacher wishlist – what they might want us to spend money on
 - Library books
 - We have \$300 leftover from the Rotary that hasn't been used
 - Was meant for lunch program but they don't need anything - could re-route that
 - **MOTION:** move the \$300 from rotary for books for the library (MR 1st, JP 2nd CARRIED)
 - Plants for the garden program
 - Facilities is coming out from the ground crew to walkabout the garden
 - Budget was lowered to \$200 this year – though that was meant more for the garden by Ms. Stuarts portable
 - They've spend \$254 for buckets and other equipment for the new garden
 - Gaming funds can pay for whole school activities like the new garden
 - **MOTION:** to give the school \$300 for new plants, seeds, etc. for the learning garden (MR 1st, JH 2nd CARRIED)
 - Janelle suggests getting large rocks or something to barrier the parking lot from the garden – safety concern
 - Will need to contact facilities
 - Krista will see what she can do on her end – aim as a safety issue
- Playground is on the capital projects request – will wait to hear back
- Hot Lunch
 - Well run – PAC did a great a good job
- COVID Update
 - New app k12dailycheck.gov.bc.ca
 - Asks you your symptoms and lets you know what you need to do
 - Takes the guess work out for parents
- Ready, Step, Roll – Natalie
 - We are currently in the action plan phase
 - Working with District of Sooke and MOTI

- Moving into implementations – actions that we can do
 - Encouragement, equity, education etc.
- District of Sooke
 - Very engaged in the program
 - Country Rd from Church Rd to back school gate they will be improving pedestrian access
 - Either a pathway or something more safe
 - Dover St
 - School zone sign
 - Church Rd and Country Rd changes
 - Crossing guard
 - Enhance cross walk with a pedestrian activated signal
 - Improving the standing area for safety
 - Church Rd
 - New sidewalk on west side
 - District Transportation Master Plan will really help our goals
 - Really engages with the school area as well
 - Lots of pedestrian and cycling improvement
 - Creek bridge over to Sunriver community so they can go through
- MOTI
 - Hwy 14 in front of school – RFB crosswalk will be put in
 - Vegetation maintenance to improve signs and visibility and will look at where signage is
 - Can't make it a 30km/hr zone because highway
 - Working on Sooke/Church Rd intersection
- Next Steps
 - Now to end of year
 - RSR Newsletter and messaging
 - New bike rack
 - Arrived and have asked facilities to work with principal to find location
 - Will be done before March break
 - School bus driver appreciation campaign
 - Reached out to school and there is interest
 - Postcards will be sent to students to write messages
 - Then handed out with coffee cups/cards
 - Drive to 5 parking & walking to school bus promotion
 - Need help in promoting this
 - Locations suggested:
 - Church did not give us permission to use the space
 - Below the highway – Mariners village
 - Anna Marie Rd off Wadams Way and the existing library parking lot
 - Shoulder in front of Kingdom Hall on Church Rd
 - Lanark Rd street parking
 - Concern over parents coming from Sunriver that there might not be a closer site for them
 - There is a path behind Seaparc that could be suggested
 - It's a 12 minute walk to the school
 - Ways to do it
 - Park and stroll suggestion
 - Kiss and go is another where the child can travel independently to school after being dropped off

- From one of these spots we could also do a walking school bus with a staff member meeting the kids and walking them to the school from there
 - Bike skills workshop in spring for Grade 4&5
 - Need to figure out day that works for this to be done
 - ICBC think of me for K-3 classes
 - Pedestrian awareness and safety
 - Work with teachers to show kids how to navigate community safety
 - Kids will draw postcards that will be handed out by police to motorists

Old Business

- Make it Sow Fundraiser Update
 - Seed order is coming to the school – school will sort and hand out the students to take home
 - Order has been shipped
 - \$185 profit for PAC
- Created By Kids Fundraiser Update
 - Artwork has been shipped
 - The order looked like the teachers did a great job with it
 - It's a bit expensive so maybe looking at doing something similar that isn't as expensive to purchase

Treasurer Report

- In account: \$16984.14
- Gaming Funds: \$12580
- Fundraising Gains:
 - November hot lunch \$191.04
 - Dec ornaments \$182.77
 - COOP \$56.15
 - Jan hot lunch \$225.38
 - Purdys \$596.01
- Business account changes
 - Paper bills going up by \$1 per month
 - Will need to update the budget
 - \$6 per month for two accounts (gaming and chequing) for the paper bills
 - It's just for the bills but we need to have paper copies for a paper trail in case of audit, etc.

New Business

- Spring Fundraisers
 - Bookfair
 - Encourage classes to have a "penny war"
 - Classes get milk jugs to put change in
 - Once the class reaches a line on the jug the class will receive money towards a book purchase from the book fair for their class
 - 2L jug filled with dimes will be \$500 something
 - Would need to start on the 16th of February
 - Do \$20 per line to purchase books
 - **MOTION:** to do a coin drive for purchasing classroom books from the book fair (pending teacher approval) (MR 1st, JH 2nd CARRIED)
 - Random change – not just dimes (but no pennies)

- Fundraisers for Easter – Purdy’s?
 - o **TABLED**
- Educational/Interactive Projector – Discuss
 - o Need to find out if the teachers will use it
 - o 100 educational games and projector
 - o \$6705 with shipping (CAD) shipped from US
 - o Would go in the gym
 - o Money can come from gaming funds
 - o Vote on it next meeting or when we find out from the teachers
 - o **VOTE TABLED**
- PAC Positions for the 2021/22 Year – Is anyone ready to step down now?
 - o Jessica has drafted a letter to go out to parents to let them know what the PAC does and what positions will need to be filled for next year
 - **ACTION:** Jessica will send information to Meghan and a letter will be drafted to send out the parents (hardcopy)
 - Will also send out to the new Kindy families too to know what is happening next year
 - o Anyone wanting to step down at this point?
 - Considering this but will wait to see if there is interest in the roles with the letter being sent out
 - Very clear that Jessica and Janelle would like to move on
- Hot Lunch – February/March
 - o A&W Day
 - \$5 baby \$9 mama
 - No date yet
 - **ACTION:** Meghan will follow up with Shannon about dates and order form
 - **MOTION:** to do A&W hot lunch for February (JH 1st, JP 2nd CARRIED)

Announcements and Adjournment

- Next Meeting Date: March 4, 2021 @ 6pm via Google Meet
- Adjournment
 - o **MOTION:** to adjourn meeting at 7:36 pm (MR 1st, JP 2nd CARRIED)

Future Topics to Discuss:

- **Portable Hockey Court**
- **Reflector Fundraiser for April or May**