



MEETING MINUTES

Sooke Elementary PAC Meeting

Date/Time November 7, 2019 Sooke Elementary Library at 1:30 pm | *Meeting called by* Sooke Elementary PAC

Executive Members

Marianne Waldemarar, 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 November 7, 2019 at 1:30 pm in the school library. Call to order at 1:33pm

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 (LE 1st; MR 2nd CARRIED)
 - o Additions to agenda – no additions
 - o Majority voted to pass agenda
- **MOTION** to approve October 2019 meeting minutes (MR 1st, BH 2nd CARRIED)
- **MOTION** to adjourn meeting by 2:45pm (JH 1st, MR 2nd CARRIED)

In Attendance

- PAC Executives – Janelle Holstein, Meghan Rownd, Marianne Waldemarar
- Other Attendees – Brittany Hartley, Heather Grove, Lorna Egresits, Jennifer Hennebury, Jackie Macaskill, Debra Stoutley

Partner Groups: Principal and Vice-Principal

- Debra
 - o Considering Aylard Farms for school beach day in June
 - No date yet
 - Will need to get a permit so will choose a date in January
 - Hoping a smaller beach will work better for the students as well as having access to the field area for games etc.
 - o Outdoor classroom
 - Concerns brought about fall protection
 - They will be limiting the number of kids and use it like a quiet place to play and learn
 - Trying to limit play on them because they aren't really meant to be used for jumping
 - o Playground
 - Suggested by the Superintendent to speak with the principal at Poirier to see what kind of play structure they have
 - Should look for something smaller
 - Stinson said they might be building a new one playground when they build a new school
 - PAC concerns about spending a lot of money on a play space that might be torn down in the near future – Stinson suggested we look into something that will be easy to move
 - Government paid playground will come with the new school
 - PAC notes Gyro park as a great example of smaller play space that has something for every kid to enjoy
 - Action: Meghan will continue research into play areas and come up with some ideas about what we can do in the small play area.

- Communicating student learning – Celebration of Learning November 21st
 - Some teachers will be doing a regular report card and some will be using the new portal for reporting
 - 3 drop in times for the learning day
 - 12-1pm, 1-2 break, 2-5 open, 5-6 break, 6-7 open – but Deb will confirm this with the PAC
 - Open house style
 - Leaving it up to the teacher to contact student’s parents who they feel could use a sit down chat but the event won’t be focused on individual students – parents are encouraged to contact their child’s teacher to set up an appointment if they feel they need to
 - It will be more informal rather than sit down meetings
- A request will be put in for upgrades to the back parking lot which is already starting to see potholes forming
 - School is getting a new flagpole
- Floor decals – the school does have another set of decals however they aren’t as attractive as the other ones by the gym
 - Deb’s niece designed one for her school so we will see if she would be willing to design and sell us one that’s similar
 - aboriginal themed that uses both the floors and walls - interactive
 - we will look at ordering something more elaborate that fits with the primary area of the school
- thoughts about updating the paint outside on the ground for the kids
 - labyrinth/maze idea
 - very expensive to do
 - something that we can explore

Old Business

- Track and Field Ribbons
 - Having them for our own students
 - PAC can supply ribbons for our own kids for events at our school
 - Thoughts about having track and field lines painted on the field for the kids to practice on
 - Sand toys – we asked for some donations from parents but the kids seem happy with what they have
 - Will post more on social media for donations
- First aid course for teachers
 - District already provides it if teachers want to have it and all EAs have it already
 - No interest by the teachers to have it
 - **MOTION:** To remove providing first aid to the teachers that want to take it from our agenda (JH 1st, MR 2nd CARRIED)
 - Majority voted to remove - approved
- Lifeguards for whole school beach day in June
 - 1 per 100 students, need 3 at least
 - Debra is okay with this
 - **MOTION:** to use Emergency Medical Responders rather than paid lifeguards at the beach day in June (HG 1st, BH 2nd CARRIED)
- Garden update/Donations
 - Brittany’s donor is going to provide us with safe seeds, soil etc.
 - He’s going to reach out to other companies to provide what they can
 - Noted he can get a tax receipt from the school for his donation per Deb
 - **ACTION:** Do up a thank you when it’s done in the spring
- Created by Kid’s & Purdy’s Fundraisers
 - **ACTION:** We need figure out volunteers to sort items when they come in
 - Created by Kids
 - Some of the forms aren’t filled out properly but we are going to send in what we have
 - Issues with payments from parents and forms being incomplete

- Deb will send out an announcement for teachers to bring any forms in by Nov 6th as they will be picked up on Nov 7th
 - Probably will be here the 2nd week of December
 - Purdy's
 - School will receive 25% of the money coming in
 - Extra books are being sent to top off Ms. Toderoffs class, a few for the staff room as well
 - ACTION: when the books come in Brittany will make sure to get them to Ms. Toderoff and will put extras in the staff room
 - We just need a link to order, books aren't necessary
 - Starting everything on November 12th, cut off is November 26th
 - Brittany will shut down the campaign while she is away
 - Orders coming in the week of December 2nd
 - Goes home on the 6th
 - Online only orders, no cash but we will work it out if needed
- Christmas Movie Update – November 28
 - Popcorn, candy bags, candy canes concession
 - Majority vote passed to not offer hot chocolate this year as it is too messy
 - Starts at 6pm, doors at 5:30
 - Concession closed at 6pm
 - Intermission we will do a game to get them moving and reopen the concession
 - Heather has offered to have a Santa come to the event – will be discussed further by executive (discussion to keep the event quiet)
 - ACTION: Exec will discuss having Santa at the movie night or if we can utilize this at another date
- Kids Christmas Market
 - Discussion regarding how the sale will be done
 - The event logistics hasn't been fully decided yet as we need to see how many donated item's we get
 - Suggestion to have parents fill in a shopping list for their children to use to shop for items for their families
 - Volunteers will help the kids find items on their list
 - Concerns that we might not get enough donated items to do this as we want to make sure that every child gets a gift to give whether they have money or not
 - Read through the newsletter to be sent to parents
 - Agree to call it a Kid's Christmas Market
 - Agree no stuffed animals – may save this for donations for prizes during spring fair?
 - ACTION: Marianne and Meghan will be planning the event and will make a determination on how the event will be run depending on donations, etc.

Treasurer Report

- We finally received our gaming grant - \$6400
 - Less than last year

New Business

- Water testing
 - Everything is good per Deb
 - There are no concerns about the water quality in our drinking water at the school
 - NOTE: the new fountains do not have filters as they were too expensive to purchase and maintain
- Hot Lunch – November 15th
 - The theme for the day is jersey day
 - ACTION: Will put this on the PAC board and Facebook
 - Ticket idea from Brittany
 - Voted on using tickets for kids getting 2 hotdogs so that we know that they are not getting a regular meal
 - Everyone else entering will just get a meal

- Must ensure that students pay for their lunch before they enter the gym
 - We will work out the bugs from the last hot lunch
- Book Fair Info
 - Received a volunteer sheet from Ms. Smyth
 - It isn't quite the same as last year
 - ACTION: Meghan will confirm with Ms. Smyth about what times she is running the book fair so the volunteer sheet can be revised and posted
 - ACTION: Meghan will also confirm if Ms. Smyth is having teachers assist in set up or if she needs volunteers for that (PAC members helped set up last year)
- Community Christmas Craft Sale
 - Received a phone call the other day asking if we are doing a Christmas Market at the school
 - It would be a great opportunity to bring in some easy money for the PAC however the logistics of it will be hard to pull off in less than a month
 - We are starting the planning early in the year next year, September, and will run a craft market next school year
- Bursary Information
 - **MOTION:** to change the amount of time for recipient to collect from 18 months to 12 months
 - Deferred to next meeting
- December Hot Lunch or Snack Day
 - **MOTION:** For either a hot lunch or snack day in December
 - Deferred to next meeting
- Sing a Long
 - **MOTION:** what items to give to students at the sing a long
 - Deferred to next meeting

Announcements and Adjournment

- Next Meeting Date December 5 – 1:30pm
 - We will be meeting earlier to put together Purdy's orders
 - **MOTION:** To have next meeting December 5, 2019 at 1:30pm (MR 1st, BH 2nd CARRIED)
- **MOTIONS:** to adjourn meeting at 1:47pm (MR 1st, BH 2nd CARRIED)