



MEETING MINUTES

Sooke Elementary PAC Meeting

Date/Time March 14th, 2023, 6pm ZOOM | *Meeting called by* Sooke Elementary PAC

In Attendance

Meghan Rownd, President | Dalton Wilcox, Vice-President & Event Coordinator | Katie Sperrer, Treasurer | Simina Start, Food Coordinator | Jess Wageman, Fundraising Coordinator

Other: Jenn Dailey, Rebecca Moore, Lisa Stuart

Meeting Called to Order: 6:05pm

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 adjourn by 7:10 pm – Jess 1st/Simina 2nd APPROVED

Motion to approve agenda – Dalton 1st/Jess 2nd APPROVED

Motion to approve [March 2023 Minutes](#) – Dalton 1st/Jess 2nd

Partner Groups

- Jenn
 - o Fun runs at Poirier and the kids did well
 - o Soccer is starting – Sooke schools only
 - Grade 4/5
 - o Track after soccer
 - Mostly running events, possible shot put
 - Grade 4/5
 - Unsure if the Sooke schools will hold their own track meet or if they will join in the District meet in June – PAC will follow up with Jenn
 - **noted Meghan spoke with Jenn on Wednesday and the school will be attending the district meet in June at Royal Bay but will be looking to create a temporary field space in Sooke for next year
- Playground Update
 - o Nothing yet
 - o The school will be having a rep from the district visiting on May 2nd to see what the school wants done
- Grade 5 Update
 - o Grade 5 teachers Ms. Moore and Ms. Stuart joined our meeting
 - o Discussed having a special trip for the grade 5 students this year
 - o They asked if we would consider using the \$500 budgeted for Grade 5 recognition towards this trip
 - During COVID, PAC has used the \$500 to help provide the Grade 5s with a special hoodie
 - Last year Grade 5s had to fundraise for a portion

- Teachers would like to fundraise for the trip instead
 - They noted that the grade 5s don't seem to wear their hoodies once they leave SES so it's turning out to be money wasted
 - Noted that there should be some money set aside from the BC Affordability Grant given to our school for the Grade 5s – school fees will be paid for all students next year which does not benefit the students leaving so this was the compromise
 - May 28th is the Grade 5 bottle drive
- MOTION: to use the \$500 towards the Grade 5 field trip and not provide hoodies this year
 - Dalton 1st/Katie 2nd – VOTED and PASSED
- WalkATHon Date May 4th
 - Some classes will be doing during the week because they have other things happening on the 4th
 - MOTION: to provide Freezies for the kids
 - Jess 1st/ Simina 2nd – VOTED and PASSED

Treasurer Report

- We currently have \$6288.38 after all of the budget is paid for
- Reminder that we still have \$10000.00 set aside for the playground additions that have been proposed to the district
 - Suggestions that we might start using some of these saved funds for other projects/trips, etc for our current students especially since we haven't had word about the playground updates yet
- We have used \$3303.75 of the Gaming Grant to date however it has all been allocated in our budget

Old Business

- Spiritwear Update
 - Sent a letter out to parents asking if anyone would like to purchase anything we have leftover
 - Will keep it running til all items sold
 - Any thoughts on another way we can offer items for sale? The Dance maybe?
 - At the dance or whenever there's an opportunity
- Fundraisers – Paradise Island Cheese Update
 - 19th due date for orders
 - Will need to pickup in Nanaimo
 - Pickup is 2 weeks so around May 8th
- Fundraisers – DFS Update/Earned
 - \$355 earned
- Bottle Drive – Update/Earned
 - We earned \$881.68 which will go towards the Sensory Room
 - Total for sensory room to date is \$881.68 Bottle Drive, \$251.60 Hilltop = \$1138.28
 - With DFS we have \$1500.00
- WalkATHon Update
 - Need volunteers to help with some of the tasks
 - Meghan will be starting to email and deliver sponsor letters to the community this week
 - Confirmed date for the walk will be May 4th
- PAC Constitution Update
 - Constitution looks good with no suggestions about changing anything
 - PAC will put together a more detailed "job description" for each volunteer position
 - More detail needed to clarify what the responsibilities for each volunteer is
 - Will also include a list of the "to-do" items that are taken on by the PAC which should be divided up

New Business

- Primary Program Discussion

- Divisions 9 – 15 have asked the PAC for assistance to take a trip to Witty’s Lagoon and Aylard Farm as part of the CRD and Royal BC Museum learning experiences
 - Both trips are centered around teaching students about the marine environment
 - The costs include online and in person learning workshops and bussing to the two locations
- Reviewed what the classes had available in their Classroom Allocation Fund for this
 - Div 10 & 11 have used \$36.50 (estimated bussing) each
 - Div 14 has used \$86.75 (estimated bussing)
 - Div 15 has used \$68.75 (estimated bussing)
 - The program costs for all classes to attend are \$1631.00
 - The Field trip allocation of \$200.00 for each class totals \$1400.00 for Divs 9 – 15 minus what has been used so far (\$228.50) which leaves \$1171.50
 - In order to fund this these classes will have to pull from their Support/Classroom Supplies budget of \$100 for each class
 - Keeping in mind that Divs 13 & 14 have used their full \$100 already that leaves only \$500 available to make up that cost
 - $\$1171.50$ (FT Funding left) + $\$500.00$ (Support Fund left) = $\$1671.50$ - $\$1631.00$ (cost of the trip) = $\$40.50$
 - So within their budget
 - We have to ask them to use their Support/Supplies funds for this trip to keep it fair for the remainder of the school who would not receive additional funding
 - However, if the primary classes want to do a special project and need funding they can present that to the PAC for approval first
- Motion is to use the \$300 classroom allocation fund for the primary program
 - Dalton 1st/Simina 2nd – VOTED and PASSED
- Meghan will contact the primary teachers to let them know how we are going to do it and make sure they know about using all of their Classroom Allocation Funds as well as that the classes that have used their funds already are getting extra from the other classes
- Add to minutes – contribution to Online Education Program April 11, 2023
 - Taking place at Poirier School
 - PACs in Sooke asked to contribute to put the event on together
 - Discussion online took place
 - VOTED to approve a maximum contribution of \$200.00 for child minding, refreshments, etc.

Next Meeting – [May 9, 2023](#) 6pm Library

Motion to Adjourn @ 7:10pm – Dalton 1st/ Katie 2nd