



# MEETING MINUTES

## Sooke Elementary PAC Meeting

*Date/Time* June 6, 2023, 6pm in Library | *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: Krista Leakey, Jenn Dailey

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### Meeting Called to Order: 6:03 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 adjourn by 7:10 pm – Simina 1<sup>st</sup>, Katie 2<sup>nd</sup> APPROVED

Motion to approve agenda – Katie 1<sup>st</sup>, Dalton 2<sup>nd</sup> APPROVED

Motion to approve [May 2023](#) Minutes – Simina 1<sup>st</sup>, Jess 2<sup>nd</sup> APPROVED

#### Partner Groups

- Staffing...Welcome to Nadine Price EA
  - o additional leaving staff: Ms. Aubichon, Kirsty Taylor (EA) Jordan Brownlee (SA) & Chloe Beach (SA)
  - o new staff members include: Ms. Mayenburg, Ms. Fredette, Ms. Bornholdt
  - o still haven't filled Gr. 4/5 position...Ms. Stuart teaching IS/LA (replacing Ms. Aubichon)
- One Spirit...final meeting tomorrow; submit our Equity Scan to the SBO about how we promote indigenous culture & ensure everyone feels welcome.
  - o thanks for contributing to the Saanich Year Kits. Every classroom now has one
  - o planning activities for National Indigenous Peoples Day (June 21<sup>st</sup>); thanks for paying for our Role Model, Ren Louie
- Rainbow Day...huge success; lots of colourful clothing. Most classes walked to JMS for a Rainbow Rally; Mayor Tait spoke; SBO representatives (Superintendent Stinson; Associate Superintendents Beadall & Braniff) were there supporting this event; also had a mini Rainbow Walk here at SES for the classes that didn't go to JMS
- Everyone Rides...Capital Bike here giving bike safety course for Div. 1-6...a few students even learned how to ride a bike
- Spring Fling...Thanks for this fun opportunity
- Variety Show...had upwards of 35 acts...fun way for kids to showcase their interests
- Social Responsibility Activities:
  - Beach Clean up...div. 4, 7, & 8 went to Whiffen Spit for a beach clean up
  - Visit to Ayre Manor...div. 3 & 11 delivered flowers & visited members at Ayre Manor
- Year End Activities

- Class Placement Meetings now taking place
- Milnes Landing Track Meet...June 9<sup>th</sup> at EMCS
- Grade 5 Fun Day...June 12...movie, bowling
- popcorn day...June 14
- Beach Day...June 20<sup>th</sup> @ Aylard Farm
- National Indigenous Peoples Day...June 21
- PAC AGM...June 22 @ 6:00
- Grade 5 Leaving Assembly...June 23<sup>rd</sup>
- Fun Day...June 27<sup>th</sup> ...stations & whole school lunch
- Year End Assembly...June 28<sup>th</sup> ...11:00
- Last Day for Students ...June 29...11:00
- Question from PAC regarding communication – wanting to know if it can be more frequent (weekly)
  - Krista noted that she found that the more newsletters that go home the more parents tend to disregard them
  - She doesn't want to send weekly newsletters just to send them she wants to be sending out information that parents need
  - Krista noted that she'll continue to send out newsletters on an as needed basis for now
- Lifeguards for beach day
  - School has hired 3 lifeguards for beach day
  - PAC raised enough money to cover the costs from the Spring Fling
  - The cost for 3 lifeguards for the day will be \$420.00
  - **MOTION to pay for 3 lifeguards for beach day Dalton 1<sup>st</sup>, Simina 2<sup>nd</sup> VOTE PASSED**
  - Suggestion to add lifeguard costs into the budget for next year
- Playground Update
  - Still no word on what the district is doing for this
  - Waiting to hear more information about the schools future
  - PAC will continue to hold the \$10,000.00 in the savings fund for upgrades to the nature playground and for a hockey court

### Treasurer Report

- We currently have \$11358.08 available in our general account (including the \$6727.41 gaming that still needs to be transferred)
- We made around \$500 at the dance and this includes the hot lunch the following day
- ACTION: Asked Krista to please remind teachers to get their receipts into the PAC by June 16<sup>th</sup> for reimbursement
- Noted there will be a few items on the budget that will not be used so they will go towards next years contingency

### Old Business

- Nominations for next years Executive
  - Dalton, Simina and Erin are wanting to step down
  - Katie and Jess are considering staying
  - Information has been emailed and sent home to parents
  - Reminder if there is no PAC next year we will not be able to do anything for the kids
    - All we need is a President, Treasurer and one other position to receive the Gaming Grant
    - But, we need more people to do everything else
  - New position has been added to the Executive: Members at Large
    - These are parents who don't want a traditional PAC Exec position but will be available to be called on to help where needed
    - All parents are apart of PAC and have a vote at meetings – the Members at Large will be a position that can help meet quorum at meetings
- Dance Update

- Dance went well
- We raised about \$500 from both the dance and hot lunch
- We were able to pay for our expenses and have leftovers to cover lifeguards for beach day

## New Business

- Popcorn Day – June 14<sup>th</sup>
  - Need volunteers to help
  - Action: Meghan will coordinate volunteers
  - Need to start working right at 9am to have popcorn ready for classes by lunchtime
- Future Topics – Intermediate Playground Bench Replacement
  - Meghan got quotes for a couple of different options
  - The best, and most cost-effective, would be to order a bench similar to the buddy bench in the primary playground
    - Quoted from Home Depot \$2322.88
  - Reminded it was not a “need” but a “would be nice”
  - Decision TABLED to June AGM so that other PAC members can see the old bench and decide if they want to replace
- Future Topics – New IPAD cases for the school
  - School has requested 13 new IPAD cases to replace the existing cases that are on their way out
  - It’s a good ask as protecting the IPADs is much needed
  - Do not have a quote from Alison Hill yet on what they would like
  - Decision TABLED to a later conversation until we get a quote from the school
  - ACTION: Meghan will follow up with Alison to get a quote and will email the Executive with the information so that we can vote before the AGM
- Munchalunch – discuss renewing for next year
  - Question about renewing for next year if we do not fill the Food Coordinator position
  - Fees are due August 1st
  - Thoughts were to renew so that it’s ready to go in case the position is filled in September and/or if other PAC members want to run a lunch without a coordinator
  - MOTION to renew for the 2023/24 school year Dalton 1<sup>st</sup>, Jess 2<sup>nd</sup> VOTE PASSED
  - ACTION: Katie will renew Munchalunch for next year
- Gifts for Teachers/Staff who are leaving
  - Jenn noted that staff like to keep things local
  - Consider flowers, gift cards to bits of bliss, artisan garden
  - We have a line in our budget for \$300.00 for teacher appreciation and supplies
  - Decision TABLED until we get clear number of how many staff are leaving
  - ACTION: Meghan will follow up with Krista to get numbers and will discuss options with team through email
- Thank you gifts/gesture for teachers – year end thank you
  - Talked about getting a platter of goodies from local bakery
  - We have 40 staff
  - Decision TABLED awaiting quote from bakery for goodies
  - ACTION: Meghan will contact local businesses to see what we can get for last week of school
- Constitution Amendment – Addition of new position
  - PAC let parents know that we were intending to amend the constitution to update the positions for the Executive to add a “Members at Large” position
  - Members at Large will be able to be counted for quorum at meetings and as with all other parents will have a vote at meetings
  - There can be any number of parents in the position (no limit)
  - Allows for the Exec to have a pool of parents willing to help with things that need to get done such as photocopying, doing up the sign outside, creating committees for events, etc.

- MOTION to amend the Sooke Elementary PAC Constitution to create a new Executive position of Members at Large Dalton 1<sup>st</sup>, Jess 2<sup>nd</sup> VOTE PASSED

Next Meeting – [June 22, 2023](#) 6pm Library AGM

Motion to Adjourn @ 7:07 pm – Katie 1<sup>st</sup>, Jess 2<sup>nd</sup>