

West Sechelt Elementary PAC Meeting Minutes

November 2nd, 2021

ATTENDANCE: Aspen W, Jeff M, Holly S, Erica M, Magnus E, Sarah M, , Deb R, Brandee K, Amy K, Tara C, Kate Kerr, Nick Westwick (12)

REGRETS: Liz H, Lisa R, Amanda A., Ted C.

1. CALL TO ORDER:

- a. Meeting started at 6:39pm via ZOOM
- b. Quorum met; Introductions
- c. Additions and acceptance of the Agenda Brandee , Magnus 2nd
- d. Acceptance of October 2021 Minutes Brandee , Magnus 2nd

2. NICK WESTWICK PRESENTATION – CATCHMENT AREA

Adjusting Catchment now that the school has expanded its capacity.

- Showed a map of the catchment area and graphs showing the projected number of students enrolled for future years
- Proposing to Board an expansion of catchment area to 2km walk limit – neighbourhood schools are important to families but there are things to consider
- Schools Official Capacity: 340, Functional Capacity: 308
- New Trail connecting the West Sechelt and Kinnickinick Neighbourhoods
- No Cross Boundary will be proposed – do not want overcrowding
- Enrollment in the future flat lines (about the same) due to projections
- Does not consider development – approved or future ones in the area and those potential students
- If looking at development that has been approved and should be moving forward – estimated 15 students moving into the area, but could be more. There are 2 large developments that should be considered (Acorn Rd.) that are not in the numbers yet.
- If you included development that should be built soon – get closer to functional numbers but if you include the larger developments (Acorn Rd. etc...) could have significant overcrowding at the school
- Will be a public consultation with the same information
- Jeff – Lots of capacity at Kinnickinick? Will Road access be available to West Sechelt to Kinnickinick? Nick asked DoS and it depends on development
- Deb: Does the catchment have to be changed? No, but we said once there was space it would be reviewed and expanded.

3. REGULAR REPORTS:

- a. Chair Report: See New/Old Business
- b. Vic Chair: Liz Absent
- c. Treasurers Report:
 - i. Current Bank Account: \$18,444.02

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- ii. Hot Lunch back up and running, so bank account is going up. The tally above does not include cheques and cash for Hot Lunch.
 - iii. Gaming Grant coming in the beginning or middle of November
- d. Principals Report: See Attached
- e. SCS: Ted C. Absent
- f. SD46: Amanda Absent – Sent Email – See Attached
- g. Traffic Safety: Magnus
 - i. Magnus and Aspen participated in a meeting with the DoS and the West Sechelt Community Committee – now they know that the Road Safety Committee exist and told them what we are doing and will get back to them with our asks. Good for us to be there. Lots of plans for our community (Mason, Connector).
- h. DPAC: There is still no WSEPAC rep

4. OLD BUSINESS:

- a. New Freezer – Found one at Costco (\$630) but will not deliver to the Sunshine Coast. Trying to sort out delivery.
- b. Card Project – Underway, email went out and it is open for Early Bird Orders (order by November 7th will get delivered by November 22nd). Final orders are due on November 21st and will be delivered by December 10th. Posted on FB PAC Page as well.
- c. Hot Lunch Update – Lisa Absent.
 - i. Orders are good and some good meals figured out. Hot Lunch placed to go through till end of December.
 - ii. Accounting for 15 extra orders for needy students, looking into having parents online order for these students
 - iii. Tara – Gluten Free Buns (From Subway)? Not enough orders for it and issues with enough volunteers to pay attention to GF options, cross contaminations for made in house orders but will look into it further
- d. Other Fundraisers – Poinsettias – will get that up and going as well, will come out just after cards finish
- e. Fresh to You Fundraiser – decided not to do that at the moment, too many other things going on. Erica – Kinnickinick – Doing now and popular – maybe do it in the future.

5. NEW BUSINESS:

- a. Chris Clayton wants wording Around Teachers Discretionary Fund to be more specific. The money is from the Gaming Grants: “Is to be used at the teacher’s discretion and for the enrichment of students in their classroom” – clear?
 - i. Deb: Sounds good to me.
 - ii. Jeff – no extra money, as did not get the funding for the extra division. We need to be more reasonable around our expectations. PAC should be specific about what they want the money spent on – Activities vs. Objects. Brandee: Hard to do parties and activities at the moment
 - iii. Should spend the money in this year for their students

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- iv. Aspen: Usually used for field trips or special guests and Kindergarten kids get extra money
 - v. Brandee: What the money is spent on should stay in the classroom.
 - vi. **Wording: "The Teacher Discretionary Fund is to be spent on goods or services at the teacher's discretion to enrich the school year for this year's class. The materials purchased should remain within the school if the teacher leaves. Any unspent money will go to the library to be spent on books."**
 - vii. Jeff: What happens to unspent money?
 - viii. Send to Chris and get feedback.
- b. New Spending Approvals:
- i. Ms. Bristow – Kindergarten teacher with Ms. Marion – Waterproof Back Pack (\$40), Large Thermos (\$120) – Approx \$200 Total Holly, Deb 2nd **MOTION CARRIED**
 - ii. Wagon for Towing (\$100) - Will continue to look into the wagon.
 - iii. With the other Kindergarten Classroom – Rain Gear and Large Shovels for the Nature Area - Jeff will discuss with the staff concerning the use of the shovels
 - iv. Call Out for Rain Gear or Wagon Donations – FB? Newsletter? (Erica will post on FB)
- c. Last Comment: Would anyone like to meet in person? Feedback: Do both zoom and in person; Hybrid Meeting for the next meeting.

MEETING ADJOURNED 8:15 pm

Next Meeting Date December 7th, 2021

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West Sechelt Principal's Report: 02 Nov, 2021

1. The current student enrolment is down one to 264. Ms. Amy Campbell, one of our EA2s, is taking a leave for the remainder of the year to pursue another venture and Ms. Carrie Harkness has been hired to replace her. We welcome Carrie who has a child at the school.
2. After a re-evaluation by the arborist, two more trees were deemed worthy of attention after a risk assessment. One was removed and one will be pruned before the end of November.
3. The hydro-seeding and sod are being installed this week. In two weeks we expect the fences to be removed and to have full access to the outdoor spaces.
4. The staff has met to create a needs list for the building addition (technology, furniture, and equipment). Once costing is complete, they will meet again to prioritize the items and then ordering will begin. Of interest is a desire to create a multi-use, welcoming, and calming space in the courtyard – a space that will be connected to the kindergarten classrooms, the staff room, the library and the learning commons! We are mindful that some supply chain issues have already been experienced.
5. Our grade 4, 5, and 6 students participated in a bike safety training provided free of charge by HUB and it was a success. This work supported a request by the PAC Traffic Safety Committee to investigate ways to improve student safety while riding.
6. The grade 4-7 students welcomed the Black Dog String Quartet to the gym on Oct 20. It was decided to have only half of the school participate in this presentation to reduce the numbers in that space. The next fine arts presentation will occur in the spring and it will be viewed by the primary students.
7. On Nov 4, teachers will participate in the first (of three) after-school, in-service sessions to give them training with the new assessment proficiency scale and the new learning standards. As noted in the Nov 1 Orca News, the new scale is being piloted in SD46 this year only by the teachers using FG, but next year it will become the province-wide standard.
8. On Nov 2, school sites reopen to outside user groups. The WSES custodian will manage access to our site. The school retains the use of all school spaces until 5:00 PM daily. This shared-use agreement with the SCRCD gives schools reciprocal free access to SCRCD facilities.
9. All SD46 sites have been provided with a ventilation/air quality report. WSES has its air exchange system running before people occupy the building in the morning and runs after school is finished. Also, all of our equipment uses MERV13 standard filters – the highest standard. When it is possible, teachers also open their windows to further improve ventilation.

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10. On Oct 29, all classes started the day with a costume parade that was made very easy inside our new, connected spaces. Afterwards, the various classes had a variety of activities to celebrate the day.
11. This week we started a new system with the outside doors in the morning. Only the main entrance is open before 8:40 (first bell). This follows a request by staff to limit the number of students who are in the building before supervision starts. There is outside supervision provided by a teacher on duty and by Mr. Marshall. Once the field is open, we expect the students to go to the back of the school when they arrive in the morning. Students are allowed access to the building if they require the use of the bathroom or if their teacher is hosting a tutorial or early morning learning support. It is best if children arrive to school after 8:20 as we are still trying to reduce congestion in the public spaces.

Update from Amanda – SD46 School Board

- Transportation review concluded with regulation 4160 up for review: Principals asking for feedback from parents.
- BUDGET CONSULTATION COMING! Public Budget Consultation Session on November 16, 6:30-7:30pm. Website link: <https://sd46.bc.ca/public-budget-consultation/>
- Next DPAC meeting on Nov 25 is a good opportunity to ask questions direct
- SD46 is in our 2nd year of a 3 year Equity scan, stakeholder groups giving feedback on 11 inquiry questions. (FYI- link to a UBC anti-racism course (free, online) shared from District Principal Kerry Mahlman at district PAC October 2021: <https://pdce.educ.ubc.ca/anti-racism-awareness/>)
- November is the annual internal Trustee election for our 4 elected positions, as well as our annual academy which is an educational opportunity for us as leaders to keep up to date on the provincial trends.
- Parent concerns regarding Public Health can contact the VCH representative: Dr. John Harding. Phone: 604-983-6701
- Of interest to our WSES parents is that at the November Operations Committee on November we are set to look at the WSES catchment area.