

# West Sechelt Elementary PAC Meeting Minutes

DATE: November 7, 2023

**ATTENDANCE:** In person: Erica M, Amy K, Veronica B, Brandee K, Liz H, Olwen C, Aspen W, Ted C. Zoom: Lana, Mike

## **CALL TO ORDER:**

- a. Land Acknowledgement
- b. Meeting called to order at 7:05 pm
- c. Acceptance and additions of tonight's meeting agenda: **Brandee, Liz 2<sup>nd</sup>**
- d. Acceptance of October 2023 Minutes – **Veronica, Brandee 2<sup>nd</sup>**

## **REGULAR REPORTS**

### **Chair Report:** Erica M

1. Open discussion about PAC meetings moving away from having a zoom in option. All executives at the meeting tonight agree with this plan going forward, and Erica will make a notice with the next PAC newsletter. If people can not make the scheduled meeting and have a report to present, they can e-mail the report to a PAC executive to present it on their behalf. PAC also has the option to book in a babysitter if needed for parents that need to bring their children.
2. Erica attended: Compassionate System Leadership Tools for Working with your PAC in collaboration with SD46.

### **Community Schools Report:** Ted C

1. School Farm- Chris and Lisa Allen continue to work at the farm with their students getting it winter ready.
2. Soup Day at WSES- Soup making with the students was a success. The day was well organized, and the soup was made with the students and helpers very efficiently this year. Lot of soup was leftover and was added to the freezer for students to have as lunch when needed.
3. Salish Soils donated soil for the school garden boxes. Ted will send out a "Thank-You" through the local newspaper.
4. After school program is going well. Lots of kids are attending and participating in the program.
5. Grab and Go snacks- program is still ago in WSES. Fridges remain stocked and kids are welcome to grab a snack when needed.

### **Treasurers Report:** Veronica B

1. PAC bank account balance = \$30,825.21
2. Gaming grant still not received. Further discussion in New Business

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## Principal's Report: Olwen

1. See attached report

## DPAC and PAC Trustee Report:

1. See attached report

## Road Committee: Erica

1. School zone sign has finally been moved to a more visible location on Norwest Bay Road
2. Magnus is writing a letter of support to the District of Sechelt to support the need of a cross walk with a light at Mason Road and the Highway.

## Old Business

1. Fresh to You Bundles
  - a. \$582.00 raised for PAC
  - b. Delivery day set for: November 23, 2023. And bundles will be ready for pick up on November 24<sup>th</sup>. PAC will need to meet on Nov. 23 to accept the delivery and package up the bundles. PAC will also need to be available Nov. 24<sup>th</sup> to hand out the bundles to those who ordered.
2. Halloween Dance- Was super fun and enjoyed by many!
3. Active Travel Prizes
  - a. PAC donated \$100 and was given to Olwen to use towards purchasing prizes. Olwen will use the money/prizes for the Spring "active travel"
4. Sugar Bowl
  - a. Event happened on November 1.
  - b. Discussion about needing better planning for next year (date of event, food, snacks)

## New Business

- 1. Gaming Grant**
  - a. WSES PAC have not received the grant yet. PAC received a letter stating things they need revised from previous years. Veronica and Erica are working on getting a hold of someone to discuss further about what is needed to receive the grant.
  - b. Open discuss about how to spend the money if we get it. It was discussed that we will need to let the teachers know that each teacher will likely not be getting a lump sum of money to spend, but rather PAC will have to spend the money on behalf of the school.
  - c. PAC will need to support the teachers with this transition as they have been used to receiving a lump sum of money from the grant each year.
  - d. PAC brainstormed ideas together about what the school and classrooms need. We will continue with discussions after we know we are receiving the grant money.
- 2. Hot Lunch Update**
  - a. Program is running well. Lots of orders have been coming in.

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- b. Volunteers have been great so far this year with lots of training happening for each new volunteer.
- c. Lana has been talking with various local vendors to open up the menu more

### 3. Growing Smiles Fundraiser

- a. Fundraiser is up and running with order forms sent out to each student and up on PAC Facebook page.
- b. Delivery date: December 1, 2023

### Spending Approvals

1. Request from Lisa Allen for: 2 sets of 8 relay batons for track and field  
Motion made for PAC to spend up to \$82.00 for 2 sets of 8 relay batons for track and field.  
Aspen made the motion and Veronica 2<sup>nd</sup>. Motion carried.
2. Request from Lisa Allen for: 14 indoor soccer balls and 10 high quality basketballs for the school.  
Motion made for PAC to spend up to \$1133.40 on indoor soccer balls and basketballs for the school. Aspen made the motion and Veronica 2<sup>nd</sup>. Motion carried.
3. Request for folding seats for class field trips. Request for 50 seats.  
It was decided by pack to put this request on hold until further notice about the gaming grant \$.  
Further discussion at the next PAC meeting.

**Meeting Adjourned: 8:32 pm**

**Next Meeting- December 5, 2023, at 6:30pm**

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November 7<sup>th</sup>, 2023, Principal's Report – Olwen Cowan

Staffing update: nothing to report here. We are really pleased that our HR department has had a focus on hiring more teachers and EAs and we have yet – knock on wood – to experience staffing shortages this year.

We are positively busy at school. We celebrated Rocktober in honour of Stevo and Eric. Our Terry Fox run was great – sunny and fun. We were able to raise over \$500 for cancer research and our grade 6s and 7s from Mr. Metcalfe's class got pied in the face. It was glorious!

All students have their self-assessments of the core competencies now on spaces. Please make sure you check out those websites. Teachers sent invites at the start of the year.

Our teachers report they really liked the earlier times for parent-teacher conferences. And I'm curious about your feedback on that too. We liked it because it allowed us to get to know you and your children earlier in the school year!

Unfortunately, the outdoor gear swap on those days (early dismissals) was a flop and judging by our lost and found not necessarily something our community needs. We may try it again or try something different.

In the last month we have had fire drills, lockdown, and earthquake drills. We remind students that we do these drills so that if there was ever an emergency, we are good community helpers.

We really loved the Halloween dance and the whole week. Daylight savings should not happen the week after Halloween week, but we don't make those rules.

We completed the Foundation Skills Assessments – provincial assessments of learning for grades 4 and 5 just today.

Looking ahead: our teachers will be working hard on the first learning updates that are coming home to you on December 8<sup>th</sup>. We will have a secret agent day on Tuesday, Nov. 28<sup>th</sup>. This week we will our Remembrance Day assembly that some student leaders have been working hard on.

We will be having the scholastic book fair on Dec 5<sup>th</sup> – 8<sup>th</sup> for holiday shopping.

The school will be decorated on the night of Nov. 30<sup>th</sup> as I have been told no earlier is acceptable! Haha.

Mr. Nemcovsky has confirmed that we will be having a winter concert – date to be determined.

The next round of communicating student learning is Dec. 8th - Written Learning Update; Feb. 19th - 23rd: Spaces Post - goal setting and student self-assessment; Mar. 6th-7th: Parent-Teacher Conferences; Apr.19th: Written Learning Update; May 13th-17th: Spaces Post - goal setting and student self-assessment; June 27th: Written Summary of Learning

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Submitted as written by Vice-Chair Stacia Leech November 3, 2023

## Board and PAC Executive Session

On Thursday November 2 at 5:00 p.m. Trustees, PAC and DPAC representatives gathered for a joint session 'Compassionate Systems Leadership Tools for working with your PAC in collaboration with your local Board of Education'. Board Chair Amanda Amaral, presented information about the role and structure of the Board and described a process for PAC engagement with the Board that will be most effective.

The second part of the session was focused on Compassionate Systems Leadership (CSL). Facilitator Caroline Picard led us through exercises that illustrated the benefits of using CSL tools for change. The three Core elements of Compassionate System Leadership are to support system change and well being - Internal work, Relationship Work and Systems Work. The CSL model is woven into our district in many ways and this winter and early spring all Sunshine Coast School District staff are invited to training sessions scheduled on Pro D days.

## Strategic Plan

There was good parent response to the District Wide Survey seeking feedback on the Board's revised Vision, Mission and Values. The revised statements resonated with the majority of responses. We are now tweaking these statements based on the feedback received. Next steps for the Strategic Plan process are the Goals; in the next few months Trustees will be supporting that work in collaboration with staff, community, parents, and partners.

## Policy Review

An important part of Board work is the creation and review of SD46 policies. The Role of the Trustee, including a Code of Conduct, has been our focus at the last few Committee of the Whole meetings, the final version will be presented for approval at the November 8 Regular Board meeting. You can view the final version in the November 8 regular Board meeting agenda package on the SD46 website.

## Child Care

SD46 Board of Education continues to advocate for sustainable funding to support infrastructure capacity required to coordinate Child Care initiatives in school districts. A motion coming to the board table in November proposes that the South Coast Branch of the BC School Trustee Association (BCSTA) present a motion at the BCSTA Annual General Meeting, to advocate on behalf of the 60 school districts, with the Ministry of Education and Childcare, for per pupil funding to support this work.

## By-Election

Candidate nominations for the By-election in TEA 1 (Trustee Electoral Area) Upper Sunshine Coast, opened on October 24 and closed at 4:00 p.m. on Friday November 3. On Monday October 30, the Board hosted a candidate orientation session. Page 2 of 2 Declaration of Election by Voting or

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Declaration of Election by Acclamation will be called by the Chief Election Officer on Tuesday November 14 at 4:00 p.m. If an election by voting is called, general voting day will take place on Saturday December 9. Information regarding advance voting, mail in voting and polling station locations (Halfmoon Bay and Madeira Park) will be published on the school district website and in the local media.

### Board Evaluation Process

A follow up session to our January 2023 working session is planned for early 2024. We will be reviewing the results and exploring options for moving forward in the evaluation process.

### Electric Buses

Last June, SD46 submitted an application to the Ministry of Education and Child Care for funds to purchase two electric school buses. We are delighted to report that the funding has been approved. Planning is underway to install a charging station at our maintenance site. You can view the complete Minor Capital Submission Summary in the June 2023 Operations Meeting agenda package.

Next Public Board Meeting Parents are invited to attend the Board of Education meetings. The next public Board Meeting will take place on November 8, 2023, at 7:00 p.m. Meetings are held in person at the School Board Office, 494 South Fletcher Road, Gibsons and live streamed to YouTube. • Link to Board meeting schedule: [Schedule of Meetings](#) • Link to SD46 YouTube live stream: [SD46 YouTube Live Stream](#) Board Committee meetings are scheduled for November 28, 2023, at the School Board Office.