



KELSET Elementary School PAC
General Meeting Minutes
Sept 10, 2014
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham(Co-Presidents), Tracy Lawrence(Treasurer), Janice Putter(Secretary), Gwen McEwen(Fundraising), Lindsay Trudeau, Jodi Castillo(co-Food Day Coordinators), Jen Langard(Copacs Rep), Molly Glesby(Events Coordinator), Lisa Pedersen, Lesley Arnold, Kathy Mikkelsen, Kirsten Norris, Katy Hembruff, Shannon Johnsen(Members at Large)

Others Present: Grant Franceschini(Principal), Donna Collett(Vice Principal), Susan Drury, Melissa Prittic, Petra Blondeau, Laura Veasey, Taryn Vantreight.

1. Call to order by Sara Benson at 6:34pm.
2. **Motion** to approve agenda: Tracy Lawrence. Seconded by: Petra Blondeau. **Motion passed.**
3. **Motion** to approve minutes: Gwen McEwen. Seconded by: Jennifer Langard. **Motion passed.**
4. **Administrators' Report - Grant Franceschini and Donna Collett:**
 - a. Grant: This is year 7 for him as principal at Kelset! He is hoping to see the kids back in school very soon. ☺
 - b. Questions for Grant and Donna:
 - i. **Will they extend the school year because of the strike?** It is possible; it would depend on how long the job action lasts.
 - ii. **Is the strike affecting enrolment?** We don't know yet. A few families have left for tribal school or private school. Interestingly, some families have come from private school to enroll in public school this year.
 - iii. **Will administrators teach classes while the strike is on?** No, probably not. Administrators and community volunteers will be teaching the international students. This will just be cultural learning and field trips.
 - iv. **Why would the teachers go on strike if the class size and composition matter is still tied up in the courts?** It will be 3-5 years until the appeals go through. It is very challenging for teachers to meet the needs of the kids due to lack of adequate funding and class composition. Teachers are saying

the system needs more support. Teachers want to be in school but are concerned about the long term. Idea: Go and talk to the people on the picket line and ask them why they are doing what they are doing.

- v. **What can we do as parents?** Be informed. Read the information at www.bctf.ca and www.bcpsea.bc.ca. Parents need to be involved: for public education, and for the kids. Write letters, the more the better. Government and the BCTF need to hear from parents.

5. COPACS Report - Jen Langard

- a. In August, BBCPAC had an emergency meeting. John Bird is the president—Ideas: Regarding public education, they would like to see parent representation at the table, as natural advocates for kids. They also put forward a proposal for a different kind of funding for classrooms: assess all the kids, and then apply for money from the ministry based on the assessment. John Bird has presented this idea to Peter Fassbender and Jim Iker
- b. Keven Elder is back as superintendent. His message to parents: educate yourself, be clear on what you want to see happen, write letters, make a difference.
- c. Copacs is coordinating a town hall meeting. Come with questions, be a voice.
- d. Brainstorming session—What can we do to make a difference other than writing letters? The PAC has to stay neutral. Our message is: We want kids back in school...with adequate funding.
 - i. Ideas:
 - 1. "The yellow pencil challenge" Similar to the ice bucket challenge: Put videos/pictures of kids on Facebook saying why they want to be back in school. Try to get it to go viral.
 - 2. Get about 30 kids into a classroom with one or two adults and signs/tshirts with a message, something like "class size and composition matter". 30 kids with signs like "I have autism" "I have ADHD" "I struggle with reading" "I need enrichment" etc. Take a picture or video. Invite the media? Get other schools to do this too.
 - 3. Somehow band together with COPACS, BCCPAC, etc. to make the parent voice a stronger voice.

6. President's Report - Sara Benson and Marissa Bentham

- a. Anti-spam legislation is now in place. Schools had to delete all mass email lists, as of July 1st. If you would like to receive emails from Kelset school, you need to sign up for forum subscriptions on the Kelset school website. Look for the blue "Sign up now" button.
- b. Educational/ Childcare Resources:
 - i. Jen asked Grant and Donna for advice -- What should we do to keep kids on top of things during the strike? They recommended a bit of reading, a bit of writing and a bit of math every day, and lots of exercise/outside time. Play games, make it fun, limit screen time. Go on field trips, explore, ask questions.
 - ii. Teacher's Corner, a store on Douglas St., has excellent teaching resources.
 - iii. There are curriculum books at Costco for 10 dollars.
 - iv. Reflex math (now available for Ipads), IXL.com, Khan Academy—good websites for learning.
 - v. The district website has resources listed.

- vi. The Kelset Pac facebook page has a list of educational resources and childcare options.
- vii. The Kelset school website has a list of ideas and resources – guidelines for summer that can be used during the strike. Click on “older topics” and select “Summer Ideas for Families”.
- c. Oct 9 Dr. Claire Vanston, the sexual health educator, would like to meet to see the school etc.
- d. Thank you cards from Della Garvin and Mrs. McRae were passed around. (Thank you cards for the retirement tea and gifts).

7. Treasurer’s Report - Tracy Lawrence

- a. Handed out Grade 5 smile cards. We have a \$2000 goal for the grade 5 card and \$2000 for the general smile card.

8. Fundraising Report - Gwen McEwen

- a. Planning on 3 bottle drives this year. The Sept 20th bottle drive will be cancelled and the tentative new date for the first bottle drive is Oct 18th. For now we can take bottles to the Sidney bottle depot -- specify Kelset PAC.
- b. This is not a Stoufer’s year, possibly reconsider to make up for other fundraisers?
- c. Planning on QSP, Western Speedway, possibly a different entertainment book?
- d. A parent offered an Avon fundraiser for glass ornaments. We generally don’t make money from this type of thing. Idea: donate to the fair instead?
- e. Possibly do a Kelset pajama fundraiser?

9. Events committee – Molly Glesby

- a. Planning an adult-only bingo fundraiser, when school is back on.

10. Old business

- a. School supplies are here, waiting to be distributed.

11. New business

- a. Terry fox run might be delayed, but will be re-scheduled.
- b. Marissa will run the next meeting since Sara will be away.
- c. Next meeting will be on Oct 8th, 2014.

12. Meeting adjourned: 8:53pm.

KELSET Elementary School PAC

MEETING MINUTES

October 8, 2014

6:30pm, Multipurpose Room



PAC EXECUTIVE PRESENT: Marissa Bentham, (*Co-President*), Tracy Lawrence (*Treasurer*), Wendy Thompson (*1st Vice President*), Lindsay Trudeau, Jodi Castillo (*Co-Food Day Coordinators*), Molly Glesby (*Events Coordinator*), Jennifer Langard, (*COPACS Rep*), Gwen McEwen, (*Fundraising*), Lesley Arnold, Kirsten Norris, Heather Lal, Kathy Mikkelsen, Katy Hembruff (*Members at Large*).

OTHERS PRESENT: Grant Franceschini (*Principal*), Donna Collett (*Vice Principal*), Regan Grieve, Julie Collins, Kristi Benwell, Marissa Jim, Maggie Hains, Tarryn Vantreight and Laura Vesey.

1. Call to Order: 6:36 pm by Marissa Bentham. Motion to approve the agenda (MSC) Tracy Lawrence, Kathy Mikkelsen.
2. Motion to approve last meeting minutes. (MSC) Molly Glesby, Wendy Thompson.
3. **Administrator's Report – Grant Franceschini & Donna Collett**
 - 3.1 Good Start – and feeling good about class compositions – positive, productive learning communities. As always a few students are having some difficulties with transition – anxiety, self-regulation, etc. – and we are working hard to support them and to see them adjusting to new routines, classmates etc.
 - 3.2 Conferences & Open Houses – we have had our Class Profile Meetings, where we determine the most effective use of our people resources, to meet the diverse needs of our students, and we are beginning the IEP Meetings, for students with designated special needs.
 - 3.3 Terry Fox Run – we are looking forward to our Terry Fox Run Friday afternoon, as it is always a great community/spirit building activity. 2:00pm on the field!
 - 3.4 Dates to note: **October 9**, 1:48 Dismissal; **October 10**, Terry Fox Run; 2:00pm; **October 17**, Photo Day (individual photos), **October 24**, Non-Instructional Day, **October 27**, Provincial Drop Everything and Read Day; family members reading in the classrooms at the start of the day; ice cream treats for those who read 250 nights (last year). **November 5**, 1:48pm Dismissal, **November 7**, Non-Instructional Day, **November 10**, Non-Instructional Day, **November 11**, Stat. Holiday, **December 4**, 1:48pm Dismissal.
4. **President's Report – Marissa Bentham**
 - 4.1 Parent Education – will be held October 23, 7-9pm at Bayside Middle School – topic Dyslexia.
 - 4.2 International Walk Day – was supposed to be held on October 8, we will skip this year.
 - 4.3 Red Barn Cards – Marissa checking to see if everyone wanted to continue – Yes, everyone agreed.
 - 4.4 Thrifty Cards – still good, new goals for each card is now \$2000.00
 - 4.5 Reflex Math – question, does every student have access to it? Grant said that most classes have access. Some grade 1 classes may still not be on it (maybe try for part of the year – teacher's choice). Molly said there is a Reflex Math app.
 - 4.6 Calendar – Music Bingo – October 25, maybe due October 24th if we can. **Family Movie Night** December 5, February 19. **Games Night** November 21. **Bottle Drives** October 25, January 10 & May 23. **Spring Dance**, March 6. **Staff Appreciation Day**, April 8, **Spring Fair** June, **Grade 5 Camp** near end of June. **PAC Meetings**, second Wednesdays of

each month, note change in March to 4 from 11. **Popcorn Days**, October 31, November 28, December 17, January 30, February 27, May 1, May 29. **Fun Lunches**, November 12, January 14(PAC pays), February 18, April 15, May 13, June (PAC pays).

5. Vice President's Report – Wendy Thompson

- 5.1 Student Planning Council – we have 3 names put forward. Gwen has put her name forward as the executive rep. Will do at November's meeting. **ACTION:** Marissa to add to November's agenda.
- 5.2 Class Reps – will be finalized at the next meeting. **ACTION:** Wendy will let persons know if they are a class rep for which class.

6. Treasurer's Report – Tracy Lawrence

- 6.1 Grade 5 Smile Cards – asked if someone could distribute these. Jeannine distributing regular Smiles cards. **ACTION:** Tracy to give Grade 5 Smiles cards to Heather Lal and she will distribute to the Grade 5 classes.
- 6.2 Budget – can be approved after the gaming grant is approved. Tracy said hopefully by November. **ACTION:** put on November's agenda.

7. Fundraising Report – Gwen McEwen

- 7.1 Bottle Drive – coming up on October 25th.
- 7.2 QSP – has been handed out to classes.
- 7.3 KELSET Clothing – Lesley was asking if we would like to bring anything new in. Suggestions dri-fit shirts, hats, socks, we will need more lanyards, water bottles, regular t-shirts short/long sleeve. **ACTION:** Lesley to get quotes on cost of new items.

8. Food Day Report – Lindsay Trudeau & Jodi Castillo

- 8.1 Lunch for All – Jodi/Lindsay had a meeting with Grant and they will try and get all kids to have lunch this year.
- 8.2 Companies for this year's fun lunches – they have opted out of Quizno's this year and are going to use Healthy Edge for hot dogs, veggie dogs, fruit/veggie cups and also dessert (Molly stated that they do NUT FREE desserts). Will stay with Booster Juice, Panago Pizza. Instead of cookie this year, have doughnuts from Sidney Bakery, will keep yogurt tubes and chocolate/white milk.

9. First Nations Report – Marissa Jim

- 9.1 Marissa Jim - has put her name forward for this position. She will do it until December and then let PAC know if she wants to continue for rest of the year. She hopes to bring cultural awareness to the meetings and be a bridge between First Nations and PAC. We are thrilled to have her.

10. COPACS Report – Jennifer Langard

- 10.1 Parent Education – any ideas please pass onto Jennifer. Parent Education session on October 27 at Deep Cove, topic multi age classes.
- 10.2 COPACS would like to have rotating meetings around the district. Deep Cove, Sidney, KELSET(?) 1st Thursday of each month.
- 10.3 COPAC Board positions – have some openings, will be voting November 10.

11. Events Committee Report – Molly Glesby

- 11.1 WOWbutter – peanut free item. Comes in 240pkgs (14g each), It is to be used as an educational purpose. It is Free for us to do. Molly thought we could have it distributed at a movie night (at the end of the night). **ACTION:** Molly to talk to Grant/Donna.
- 11.2 Music Bingo – an Adult only event. It will be held October 24 or 25, 8-10:30pm, cost of tickets \$12. Do we need to buy insurance; do we want alcohol to be served? Maybe provide a safe ride home. Would like to have a budget of \$700 (covers supplies/DJ).Molly

- motioned** to request a budget of \$700 for the Music Bingo event. Tarryn 2nd, **all approved**. Molly **motioned** to support the event with alcohol. Lindsay 2nd, **all approved**.
- 11.3** Games Night – we will have to make some changes to the games. November 21 have going towards Anawim House, both cash and donation of items.

12. Old Business

- 12.1** All completed.

13. New Business

- 13.1** Natural Playground– Molly said that we are moving ahead, going to get costs/times/funds together and then present to district. Hoping to get started soon. Molly to arrange a meeting for next week, if you would like to be added to this committee just let Molly know.

- 14.** Motioned to adjourn 8:18pm (MSC), Wendy Thompson, Kirsten Norris.

Next Meeting – Wednesday, November 12 at 6:30pm.



KELSET Elementary School PAC
General Meeting Minutes
Nov 12, 2014
6:30pm
Ms. Collett's classroom, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham(Co-Presidents), Wendy Thompson(Vice President) Tracy Lawrence(Treasurer), Janice Putter(Secretary), Jodi Castillo(Food Coordinator), Tracy Abbott(Assistant Fundraiser), Jen Langard(Copacs Rep), Molly Glesby(Events Coordinator), Lesley Arnold, Kathy Mikkelsen, Kirsten Norris, Lisa Pedersen, Katy Hembruff, Shannon Johnsen, Heather Lal(Members at Large).

Others Present: Grant Franceschini(Principal), Donna Collett(Vice Principal), Kristi Bennett, Jen Verschevre, Laura Veasey.

1. Call to Order by Sara Benson at 6:33pm.
2. Wendy Thompson made a **motion** to approve the agenda, Katie Hembruff **seconded** and the **motion passed**.
3. Molly Glesby made a **motion** to approve the minutes, Wendy Thompson **seconded** and the **motion passed**.
4. Administrators Report—Grant Franceschini and Donna Collett
 - a. The Halloween sock hop and Wacky hair day/Black and Orange day went well.
 - b. Nice Remembrance Day assembly, nice performances.
 - c. Open houses and parent/teacher conferences continue throughout the fall. The timeline for report cards is now until Dec 17th.

5. President Report—Sara Benson and Marissa Bentham
 - a. Anawim House—**ACTION:** Wendy, Jen and Marissa will organize it. Ms. Collett offered her class for helpers. The Anawim presentation will be on Nov 21st. and we will deliver the socks on Dec 16th.
 - b. Movie Night is scheduled for Dec 5th.
 - c. Camp is for both grades 4 and 5 this year and will be at Camp Pringle for 2 nights. Kids are encouraged to go, but they may go for the day only if they choose. **ACTION:** Heather Lal will hand out Smile cards to the grade 4 kids so they can help fundraise for the camp.
 - d. Review of PAC fundraising and budget—PAC and teachers got together separately to talk about priorities and possible changes going forward. **ACTION:** Sara will write up the final results.

6. Vice President Report – Wendy Thompson
 - a. We will vote in the school planning committee at next month's meeting.

7. Copacs Report—Jen Langard
 - a. Monica Schulte (Secretary-Treasurer for SD63) said she would be happy to audit last year's books for us.
 - b. COPACS and STA put on two candidates meetings for the school trustee elections.
 - c. Travelling COPACS meetings: the next meeting will be at Sidney Elementary, and the location will rotate around different schools. Jen asked if COPACS could have a meeting at KELSET, maybe the May meeting. Grant said that would probably work.
 - d. The BCCPAC fall leadership conference is in Nanaimo this year. COPACS is funding 5 people to go to the conference, first come first serve, email COPACS if interested.

8. Food Coordinator Report—Jodi Castillo
 - a. The first Fun Lunch went well, grade 3/4 students were a great help. Hot dogs were a hit.

9. Events Coordinator Report—Molly Glesby
 - a. Music Bingo Night was lots of fun, made \$600.
 - b. Games Night scheduled for Nov 21st.

10. Old Business
 - a. Natural Playground Committee—Molly Glesby -- Plans for the playground upgrade are going well. It may cost less than budgeted.

11. Meeting adjourned at 8:37pm.

Next meeting – Wednesday Dec 10th, 2014 at 6:30pm



KELSET Elementary School PAC
General Meeting Minutes
Dec 10, 2014
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham(Co-Presidents), Wendy Thompson(Vice President), Tracy Lawrence(Treasurer), Janice Putter(Secretary), Jodi Castillo(co-Food Day Coordinator), Molly Glesby(Events Coordinator), Lesley Arnold, Shannon Johnsen(Members at Large)

Others Present: Grant Franceschini(Principal), Donna Collett(Vice Principal), Kristi Benwell, Anne MacKinnon, Julie McManus, Jodi Steele, Laura Veasey, Nicole Nason.

1. Call to order by Marissa Bentham at 6:33pm.
2. **Motion** to approve agenda: Wendy Thompson. Seconded by: Molly Glesby.
Motion passed.
3. **Motion** to approve minutes: Wendy Thompson. Seconded by: Molly Glesby.
Motion passed.
4. Administrator's Report—Grant Franceschini (Principal)
 - a. Family Games Night—This was the best one yet! Lots of neat new activities, the new games were very popular. Thanks to Molly Glesby for organizing it, and thanks to everyone else that helped out and made it a great night!
 - b. Constable Fitz did a great job with Dare and Wits this year.
 - c. Soccer season is wrapping up –Soccer Jamboree this coming Friday-- thanks to the coaches!
 - d. The first phase of natural playground project is underway. Two wooden bridges are finished so far.

- e. Thank you to the PAC for their support during the challenging end of the school year and the start of this school year. Thank you to the teachers for remaining committed to keeping business as usual with extracurricular activities and fitting everything in, despite the time crunch after the labour dispute. Conferences and report cards are right on track and we are looking forward to January, starting the new year all caught up.
 - f. Grade 4/5 students are enjoying curling and climbing wall sessions.
 - g. We are working on building stockings for Anawim House again this year.
 - h. We have had a few assemblies lately, focusing on social responsibility and building school community.
 - i. There is a skating session for the kids before the break.
 - j. Levi and Anya want to raise money for a school for underprivileged children this year. Building a school costs \$10,000. They are getting other schools involved: Bayside and North Saanich Middle School. It's a good cause, a good opportunity to work with other schools. This will be coming from the kids, not the PAC. Molly – idea: Dedicate part of the bulletin board space as a “community space” to be used by kids/parents/community to put up posters/advertising? **ACTION:** Marissa will add this to agenda - to talk about creating a community space on a bulletin board.
5. President's Report—Marissa Bentham and Sara Benson
- a. Budget
 - i. Marissa Bentham:
 - 1. Pac and teachers/administrators have been having ongoing conversations about the budget-it's great that we have teachers at this meeting! Talked about eliminating some fundraisers and school events-due to the late start-goal to eliminate pressure on the fundraisers, and to simplify the process for new people coming in next year. Also teachers have pressure to get through the curriculum-some activities could be taking away from classroom time. We want to get to a place where everyone feels good about the budget and activities planned for the year. Handed out sheets with information from previous meetings. There has been some talk about the fine arts in school. Parents are passionate about it-want some kind of program for the children.
 - ii. Grant Franceschini:
 - 1. The teachers' take on the artist in residence: They would ideally like to have 8 sessions instead of only 4 sessions. Maybe only every other year to make it work cost-wise? This would allow a better quality learning experience and teachers would really like the focus to

be on the process and learning experience rather than the performance. If there is a performance, this would give more time for learning and enjoyment rather than using so much time getting ready for the performance. Possibly have the performance on the classroom level. Concern about the challenges of our gym space for performances. (can't fit everybody in the gym, no spotlights, people at the back can't see) Also teachers have other concerns about whole school performances: we have more students with diverse needs these days, it's more difficult to get everybody up there than it was 10 years ago, and the loss of gym time and disruption of class time is also cause for concern.

2. Teachers would like to develop a music resource kit that would stay in the school and be able to be used by teachers as part of the curriculum. It would be for every grade level. It would be a one-time cost of \$1500. Tracy Lawrence said the gaming grant would cover it. Since there will be no artist in residence this year, this would be a good way to enhance the music program instead. (\$1500 was put on the budget for this project to replace the \$4000 that would have been for the artist in residence.)
3. Grant suggested that a small committee be formed to discuss fine arts and the challenges of performance in the school. **ACTION:** Marissa to put on the agenda for April: to talk about the challenges and what's wanted for next year with regards to performance, fine arts, artist in residence, the concept of genius hour, enrichment, etc. Possibly form a committee of staff and PAC together to talk about it.

iii. Julie McManus – School Librarian

1. Brief discussion about the budget for reading incentives, author visits and the literacy extensions/challenge. Said that \$2000 to cover all three areas would work. (This \$2000 amount replaced the \$800 for reading incentives and the \$1500 for literacy extensions/challenge/author visit on the budget)
2. She would love to at some point make the library a better place to be, similar to what the middle schools and high schools are doing: a place for kids to sit, shelves to be able to be rolled to the sides – make it pretty and comfortable for the kids. Possibly the PAC could help top up the school budget for this project.

iv. Marissa Bentham

1. Asked about K-5 PE enhancements. Grant said that the off-site PE enhancement program for the intermediate students is working really well. It gives them the opportunity to try out different sports and it also benefits the primary kids, since it frees up enough gym time for the primary classes to meet their quotas for PE time. Teachers would rather not have primary kids going off site for PE activities, as they are more appropriate for older kids and having the smaller groups in the gym works better for the younger kids. (\$1000 for K-3 PE enhancements was taken off the budget)
 - v. Grant Franceschini
 1. He said that the staff supports bringing in Dr. Claire Vanston to teach her program to the school as part of the curriculum. (This is the sexual health educator whose K-5 program would replace the grade 4/5 maturation talks that used to be done by the health nurses. She would also give be available to answer questions from teachers and parents.) Brief discussion about how this would work. It would have to be an on-going thing, every year or at least every other year.
 - vi. Marissa made note of the newest changes to the budget. The new budget amount is \$37795, to replace the original budget of \$51145 for a difference of \$13350. Wendy Thompson made a **motion** to approve the new budget (attached). Shannon Johnsen **seconded** and the **motion passed**.
6. Vice President's Report – Wendy Thompson
 - a. School Planning Council. Four names were put forward. Everyone voted and the new school planning committee is: Gwen McEwen, Lisa Fenton and Laurie Cardiff.
 - b. Anawim House--meeting in gym at 11:30 to build stockings with kids. There was a draw for which students will go to Anawim house to hand out the stockings. (grades 3,4,5.)
7. Treasurer's Report – Tracy Lawrence
 - a. There is currently \$430 on the general smile card and \$445 on the grade4/5 smile cards. **ACTION:** Tracy Lawrence - Send out a reminder letter for the smile cards before Christmas.
8. Fundraising Report – Marissa Benson for Gwen McEwan
 - a. Next bottle drive is Sat Jan 10th at 9:00am
 - b. **ACTION:** Gwen McEwan – Send out a reminder for the bottle drive before Christmas and put the banner on the fence.
 - c. Coupon books made \$1650.
 - d. QSP made about \$1100—this hasn't been finalized.
 - e. The last bottle drive made \$1100.
9. Food Coordinator Report – Jodi Castillo

- a. Food day: The next free hot lunch will be in June, not in January.
- 10. COPACS Report – Sara Benson for Jen Langard
 - a. Meeting was postponed this month-next meeting will be at Sidney Elementary in January, may have May meeting at Kelset.
- 11. Events Coordinator Report – Molly Glesby
 - a. Games night went well-games were spread out better in the rooms. Really fun new games. Low on volunteers- maybe get middle school kids to help next time? Idea-Ask for 4 volunteers from each class. Use the class reps.
 - b. Movie Night-concession went well, lower turnout than usual, possibly because it was on the craft fair night.
 - c. Family Dance scheduled for Fri Feb 27th. Shadow dancing was very popular, as well as the limbo, concern about getting enough volunteers, maybe high school students could help out?
 - d. Next Movie Night on Thurs April 23rd.
- 12. Old business
 - a. All action items done.
- 13. New business
 - a. Jodi Castillo made a **motion** that any money collected at the games night and movie night that we don't need for Anawim House be given to Grant Franceschini to distribute to families in need in our school community. (hampers, Walmart cards(for food, toys, clothing) etc. (Should be about \$500.) Molly Glesby **seconded**, and the **motion passed**. **ACTION:** Sara Benson and Marissa Bentham: Send out memo that extra money from the Anawim House fundraisers will go to families in need at school.
 - b. Sara Benson asked about the Ipads in the school. Grant said there was a delay this year – a glitch in getting them synced. They were up and running as of 2 weeks ago and all classes will get a chance to use them. There has been much excitement about the projects on the Ipads. Lots of interesting and useful apps.
 - c. Molly Glesby asked if it was ok to send out a memo asking for parent volunteers to help with the natural playground. Sara said it should be fine. **ACTION:** Molly to send out a memo asking for volunteers for the playground project.
- 14. Meeting adjourned at 8:27pm.

Next Meeting will be on Wed Jan 14th, 2015 at 6:30pm



KELSET Elementary School PAC
General Meeting Minutes
Jan 14, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham(Co-Presidents), Wendy Thompson(Vice President), Tracy Lawrence(Treasurer), Janice Putter(Secretary), Jodi Castillo(co-Food Day Coordinator), Molly Glesby(Events Coordinator), Gwen McEwen(Fundraising), Jen Langard(COPACS rep), Lesley Arnold, Kathy Mikkelsen, Lisa Pedersen, Katy Hembruff, Heather Lal, Shannon Johnsen(Members at Large)

Others Present: Grant Franceschini(Principal), Kristi Benwell, Regan Grieve.

1. Call to order by Marissa Bentham at 6:33pm.
2. **Motion** to approve agenda: Wendy Thompson. Seconded by: Heather Lal.
Motion passed.
3. **Motion** to approve minutes: Tracy Lawrence. Seconded by: Wendy Thompson. **Motion passed.**
4. Administrator's Report – Grant Franceschini
 - a. Anawim visit went well— much appreciated by the Anawim coordinators and the recipients of the “socks”.
 - b. Soccer Jamboree went very well.
 - c. Next Wednesday Jan 21st is the Ready Set Learn for 3 and 4 year olds from 3:15-6:00.
 - d. District kindergarten information night at Sidney Elementary on Wed Jan 28th, 7:00-8:30.
 - e. Kindergarten information sessions Feb 2 to Feb 6.
 - f. Basketball, swim club, dance club all on right now.
 - g. Sara asked about the changes to the report cards mentioned in the memo from Scott Stinson a while back. Grant said there have been some committee meetings with teachers and administrators and they are looking at revamping the format to be more user friendly and

easily understood—revision is in progress, more meetings to come.
ACTION: Jen Langard will ask at the next Copacs meeting if there is a chance for parent input.

- h. Marissa asked about a website to practice for the FSAs. Grant said it is not necessary for kids to practice as the FSA's are just a snapshot of the kids' progress mid-year: some of the material has not even been taught yet. Part of the process is to practice for the tests in class, so students are given exposure to the different kinds of test taking: the online tests, fill in the dots, paragraph answers, etc. Usually the tests match how the kids are already doing in school. Gwen said there is a practice website that she found helpful to know where the kids are expected to be academically right now.

5. President's Report – Sara Benson and Marissa Bentham

- a. Dr. Clare Vanston will give a presentation to parents on Tues Jan 31st at 7:00-8:30pm in the gym. She will be in the school Mar 30 - Apr 3 and Apr 7th – Apr 10th.
- b. AGM will be in March. Think about who might be willing to fill the positions. Positions run from July 1st to June 30th.
- c. School Supplies—**ACTION:** Wendy Thompson will talk to Monica Rose about the school ordering all the supplies and having parents pay a fee. The supplies would stay in the classroom and only order what is needed for next year to cut down on costs.

6. Treasurer's Report—Tracy Lawrence

- a. Monica Schultz audited our books, and everything is good.
- b. Grade 4/5 smile card is at \$811.
- c. General smile card is at \$580.

7. Fundraising Report – Sara on behalf of Gwen McEwen

- a. Bottle drive made \$820, lower than usual, Ms. Collett's class won the cookies and Mrs. Rose's class won the pizza.

8. Food Coordinator's Report – Sara on behalf of Jodi and Lindsay

- a. Fun lunch Dates: Feb 18th, Apr 15th, May 13th.
- b. Popcorn Dates: Feb 27th, May 1st, May 29th.

9. Copacs Report – Jen Langard

- a. Policy 1100 meeting –theme is on parent engagement on Jan 27th at Bayside 7:00-9:00. Encouraging exec to be there.
- b. Copacs will reimburse parents for the registration fee for the VIPC. Vancouver Island Parent Conference(\$75). Sat Feb 7th. Memo to come out.
- c. Copacs is sponsoring a parent ed night on sexual education for parents of kids grades 4, 5,6. Also may put on another parent ed night

for parents of middle school/high school age, with the topic of consent.

- d. Copacs needs to spend a certain amount of money this year: let them know of any ideas for parent ed and they will be happy to sponsor them financially.
- e. Maybe have a Copacs meeting at Kelset in May to promote spring fair?

10. Events committee—Molly Glesby

- a. Meeting to plan dance tonight right after the Pac meeting, and the spring fair meeting will be at the end of the month.

11. Old Business

- a. Bulletin board is under utilized, location doesn't get much attention. Ideas: use flashier colours, put things on the cement pillars.
- b. Committee to discuss challenges for performance and fine arts in the school. Several teachers are willing to be part of the conversation. Kristi Benwell, Lisa Pedersen, Leslie Arnold, Gwen McEwen and Molly Glesby are interested in being part of the committee. **ACTION:** Grant Franceschini will call a meeting, probably in Feb.
- c. **ACTION:** Sara Benson will send out a memo about smile cards to remind people to use them.
- d. Molly is waiting till after the 19th to send the memo about the playground committee.
- e. Grant said the families were very appreciative of the Christmas hampers, and the gift cards --the donated money from the Anawim fundraiser was used for gift cards and really helped out.

12. New Business

- a. Shannon Johnsen made a **motion** to approve up to \$600 for the budget for the family dance. Regan Grieve **seconded** and the **motion passed**.
- b. The Shadow Frames from Prospect Lake were destroyed. Someone will have to remake them.
- c. **ACTION:** Jen Langard will ask if Copacs can sponsor making the shadow frames, a photo booth and also maybe some pop-up canopy tents that could be available for all the schools to borrow for events.

13. Adjourned at 7:32.

Next Meeting will be on Wed Feb 11th at 6:30.



KELSET Elementary School PAC
General Meeting Minutes
Feb 11, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham(Co-Presidents), Wendy Thompson(Vice President), Tracy Lawrence(Treasurer), Janice Putter(Secretary), Jodi Castillo(co-Food Day Coordinator), Molly Glesby(Events Coordinator), Gwen McEwen(Fundraising), Jen Langard(COPACS rep), Lesley Arnold, Kathy Mikkelsen, Kirsten Norris, Shannon Johnsen(Members at Large)

Others Present: Grant Franceschini(Principal), Donna Collett(Vice-Principal), Laura Veasey, Kerri Porteous.

1. Call to order by Marissa Bentham at 6:32pm.
2. **Motion** to approve agenda: Molly Glesby. Seconded by: Shannon Johnsen.
Motion passed.
3. **Motion** to approve minutes: Molly Glesby. Seconded by: Shannon Johnsen.
Motion passed.
4. Administrator Report – Donna Collett
 - a. FSA's finishing up this week.
 - b. Report Cards will be issued March 4th to April 2nd.
 - c. Grade 5 transition: Student orientation at Bayside Middle school and North Saanich Middle School on May 6th and 7th. Administrators and student leaders from the middle schools will visit Kelset on May 20th. Grade 5 parent information night on May 7th at 7:00 at North Saanich and May 8th at 7:00 at Bayside.
 - d. Spring Break is March 7th-22nd.
 - e. Thanks to the PAC for helping to fund fieldtrips, camp, dance etc.
 - f. Students enjoying Ipad, Karate lessons, museum field trips and reading club ELLG(go to Language Arts section of the Library Commons page off the Kelset homepage)

- g. Students also enjoying extracurricular activities: swim club, basketball, dance club, lego club and cross country will begin soon for grades 3-5 students.
5. President Report – Sara Benson and Marissa Bentham
 - a. Dr. Claire Vanston sent extra information for parents that will be distributed.
 - b. Lots of PAC positions to be filled for next year. Sara, Marissa, Gwen, Tracy Lawrence, Molly and possibly Jodi stepping down.
 - c. Idea: bring a friend to the next PAC meeting-- talk to people that may be interested in being a part of the PAC.
 6. Vice President Report – Wendy Thompson
 - a. Camp Pringle: 85% of kids going and almost all overnight, kids can choose friends for cabins, there is a draw for parents who would like to go along –need male and female chaperones, people with first aid experience, and people with access to a truck or van.
 7. Treasurer Report—Tracy Lawrence
 - a. \$1133 on the grade 5 smile cards, general smile card at \$720.
 8. Fundraising Report – Sara Benson
 - a. Western speedway will not be on this year.
 - b. A few people volunteered to put on the Easter Purdy’s chocolates fundraiser and the Marigold bedding plants fundraiser in place of the western speedway fundraiser.
 9. Copacs Report – Jen Langard
 - a. Copacs is putting on a few parent ed nights soon—info to come out:
 - i. Sexual education session for parents, how to talk to your kids age 9-13.
 - ii. Education session on the topic of consent, put on by UVic antiviolence project-- for parents of older kids.
 - b. Donna mentioned an idea for parent ed: the topic of how to deal with media, privacy and bullying.
 - c. Parents have until Feb 23rd to provide input on the upcoming school calendar schedule.
 10. Events committee—Molly Glesby
 - a. Family dance planning going well, scheduled for Fri Feb 27th. 6:00-8:30.
 - b. Spring Fair on June 12th. The next Spring fair meeting will be after the next PAC meeting on March 4th.
 - c. Movie night scheduled for Thurs April 23rd.

11. New Business

- a. Brief discussion about lice in the school. Gwen had some concerns, result: more info to be given out to parents, a video, possibly more reminders.
- b. Jodi asked if we can we chip in some money for the kid with cancer at Deep Cove School (Kai Hennessey). Wendy Thompson made a **motion** to give any profits from the door donations of the upcoming Family Dance to Kai Hennessey and family. Kirsten Norris **seconded** and the **motion passed**.

12. Meeting adjourned at 8:33.

Next Meeting will be on March 4th at 6:30.



KELSET Elementary School PAC
Annual General Meeting Minutes
March 4, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson(Co-President), Wendy Thompson(Vice President), Tracy Lawrence(Treasurer), Janice Putter(Secretary), Jodi Castillo(co-Food Day Coordinator), Molly Glesby(Events Coordinator), Jen Langard(COPACS Rep), Lesley Arnold, Kirsten Norris, Tracy Abbott, Katy Hembruff(Members at Large)

Others Present: Grant Franceschini(Principal), Laura Veasey.

1. Call to order by Sara Benson at 6:34pm.
2. **Motion** to approve minutes from last meeting: Wendy Thompson. Seconded by: Molly Glesby. **Motion passed.**
3. **Administrator Report – Grant Franceschini**

Bouquets to:

- Our wonderful PAC Executive, for a great year so far!
- Molly Glesby and her team, for the very successful Family Dance!
- Sara Postlethwaite, Natalie McKamey and Darrell Whalen, for coaching basketball! Thanks to Ang Gault and Sherri Piacente, for their coaching assistance at the Jamborees.
- Anne McKinnon, Thirell Trottier and Shauna Doehring, for sponsoring the Swim Club!
- Lynne Willock, for offering Lego Club!
- Tracie Ashcroft, Julie McManus and Robin Dupree, for sponsoring the Dance Club. Thanks to Lesley Arnold, guest instructor!

Recent Happenings:

- The Basketball Jamboree and Swim Meet were very successful.
- We thoroughly enjoyed a performance by the Story Theatre Company today.
- Grade Four students have completed the Foundation Skills Assessments. Grade Four and Five students are currently completing Satisfaction Surveys.
- The Grade Four and Five students have enjoyed karate lessons. They also enjoyed a trip to UVIC to experience the Victoria Symphony on February 23rd.
- Classes have continued to enjoy field trips.
- Teachers are completing assessments and working on report cards. Some report cards went out this week and other will be out by April 2nd.
- Various KELSET teachers have been involved in one or more of three District workshop series: Indigenous Education, meeting the diverse needs of students and inquiry and engagement.
- We have had Class Profile/Review Meetings this week, to ensure that we are aware of changing needs in our classes and allocating our resources as effectively as possible to meet student needs.
- We have had a temporary Youth and Family Counsellor this term, who is offering valuable support to students, classes and families.

Coming Up:

- We look forward to lessons with Dr. Claire, on healthy bodies/sexual health.
- Home/School Conferences or Classroom Open Houses will occur in March/April.
- Our Jump Rope for Heart event will be on Friday, April 17th this year.
- All classes will have a Science Ventures session on May 15th.
- Extra Curricular: Juggling Club will begin after the Spring Break as will Cross Country. Cross Country will see a couple of practise runs per week and after school meets at Centennial Park on April 15th, 22nd and 29th. Track and Field: May/June.
- Head Lice: updated information package will go home after the break; classes will see a video to educate; information will be available on the website; we are exploring options re: headphones...
- School Planning Council: will have a meeting with the parent reps in late March/early April and have a survey for families.
- Fine Arts/Artist-in-Residence/Performances: have some staff and parent volunteers to have a discussion/meeting; will coordinate for April.

Dates to Note:

March

27 Jump Rope for Heart Kick Off Assembly, featuring performances by Synergy

April

1 1:48 Dismissal

8 PAC Mtg

17 Jump Rope for Heart

23 Movie Night

24 Non-Instructional Day

May

4 Non-Instructional Day

13 PAC Mtg

15 Science Ventures

18 Victoria Day

23 Bottle Drive

June

12 Spring Fair

17 PAC Dinner Mtg

19 Fun Day

22-24 Grade 4 and 5 Camp

4. President Report – Sara Benson

- a. **New PAC members elected by acclamation** (for the 2015/2016 school year):

Co-Presidents – Laura Veasey and Jen Langard

Past Presidents – Sara Benson and Marissa Bentham

Vice President – Wendy Thompson

Treasurer – Vacant

Secretary – Janice Putter

Fundraising – Vacant

COPACS Rep – Janice Putter

First Nations Rep – Vacant

Social Committee Chair – Vacant

Spring Fair Coordinator – Vacant

Fun Lunch Coordinators – Jodi Castillo and Lindsay Trudeau

Members at Large – Tarryn Vantreight, Molly Glesby, Tracy Abbott, Kirsten Norris, Lesley Arnold, Katy Hembruff.

5. Vice President Report – Wendy Thompson

- a. Monika Rose is interested in the idea of buying the classroom supplies in bulk and collecting a fee from parents but needs further conversation and clarification.

6. Treasurer Report—Tracy Lawrence

- a. Grade 4/5 smile card at \$1400, general smile card at \$870.

7. Copacs Report – Jen Langard

- a. Sexual health Parent Ed night will be held on Wed April 15th at the District Resource Center located behind Keating Elementary. 7:00-8:30. The speaker will be Jennifer Gibson.
- b. “Thought exchange” survey was sent out from the school board. Parents/teachers/community can give opinions on our school district.

8. Events committee—Molly Glesby

- a. Family dance went really well, really fun. ☺
- b. Spring fair –planning going well so far.

9. New Business

- a. Molly Glesby made a **motion** to spend up to \$600 to buy 3 collapsible tents. All were in favour and the **motion passed**.

10. Meeting adjourned at 7:49pm.

Next PAC meeting will be on April 8th at 6:30 in the multipurpose room.



KELSET Elementary School PAC
General Meeting Minutes
April 8, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham (Co-Presidents), Tracy Lawrence (Treasurer), Janice Putter (Secretary), Molly Glesby (Events Coordinator), Jen Langard (COPACS rep), Lesley Arnold, Shannon Johnsen. (Members at Large)

Others Present: Grant Franceschini (Principal), Donna Collett (Vice-Principal), Tarryn Vantreight.

1. Call to order by Marissa Bentham at 6:34pm.
2. **Motion** to approve agenda: Shannon Johnsen. Seconded by: Tarryn Vantreight. **Motion passed.**
3. **Motion** to approve minutes: Shannon Johnsen. Seconded by: Tracy Lawrence. **Motion passed.**
4. Administrator Report – Grant Franceschini and Donna Collett

Dr. Claire Sessions

Very well received. Excellent instruction. Great information for students in a positive environment.

Jump Rope for Heart

School Session for all students will be April 17th. Funds raised to come in by then.

Foundation Skills Assessments

Our Grade Four students have completed Foundation Skills Assessments for Reading, Writing and Numeracy over the past three weeks, as part of the provincial assessment initiative. Results have been sent home to parents.

Grade Five Transition

Plans are underway to help ensure that our Grade Five students have a successful transition to middle school. Students will do orientation visits at Bayside Middle

School on May 6th, North Saanich on May 7th and an administrator and some leadership students will visit our school to meet with their future students on May 20th. A Grade Five Parent Information Night will be held on May 7th (7:00) at North Saanich and on May 28th (7:00) at Bayside. Teachers and administrators from the various schools will be meeting and sharing information about students and parents will have an opportunity to provide input about their child to their new administrators and teachers.

Thanks to PAC

- upcoming Movie Night – April 23
- for ongoing support for Our Learning initiative – fieldtrips
- for supporting students at home with their learning
- Dr. Claire sessions
- ipads. - making their rounds through the school – a number of classes using them to “show what you know”

EXTRA CURRICULAR - Currently, students have the opportunity to enjoy:

- Swim Club
 - Basketball – wrapped up with successful jamboree
 - Dance Club – performance on April 22
 - Lego Club; Thanks to sponsor Ms. Willock!
 - Cross Country has begun. Meets April 15, 22 and 29
5. President’s report—Sara Benson and Marissa Bentham
 - a. Dr. Claire is willing to train a couple of staff and donate her materials to the school. In a few years (2-3 years?) she would have staff comfortable delivering the program to keep consistency over time.
 - b. Idea: To have one person volunteer to be in charge of each fundraiser, if there is no one in the fundraising position this year.
 - c. Next Movie Night is on April 23: Big Hero 6. Proceeds to Dr. Claire? Playground?
 - d. Natural playground coming along nicely.
 - e. School supplies: going with monk again this year as Monica Rose is away right now.
 - f. Western speedway fundraiser is on for this year
 - g. Bottle Drive May 23rd.
 - h. Marigold Delivery May 20th.
 6. Treasurer’s Report—Tracy Lawrence
 - a. Smile cards: grade 4/5 at \$1740, gen card at \$940, deadline June 20th.
 7. Copacs Rep—Jen Langard
 - a. FACE in Victoria April 12th
 - b. Parent ed: how to talk to your kids ages 9 -12 about sexual education April 15th
 8. Events Coordinator—Molly Glesby

- a. Spring fair meeting soon, going well so far.
- b. She had priced out a few different tents, short discussion about which type would work best.

9. New Business

- a. Jen Langard made a motion to spend \$100 for costumes for the lunchtime dance club performances, Shannon Johnsen seconded and the motion passed.

10. Meeting adjourned at 8:16pm.

Next meeting at 6:30 in the multipurpose room on May 13th, 2015.



KELSET Elementary School PAC
General Meeting Minutes
May 13, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Sara Benson, Marissa Bentham (Co-Presidents), Wendy Thompson (Vice President), Tracy Lawrence (Treasurer), Janice Putter (Secretary), Molly Glesby (Events Coordinator), Jen Langard (COPACS rep) Jodi Castillo (Food Coordinator), Gwen McEwen (Fundraising Rep) Lesley Arnold, Katie Hembruff, Jeannine Wakely (Members at Large).

Others Present: Grant Franceschini (Principal), Laura Veasey, Heather Strosher, Melissa Finlay.

1. Call to order by Marissa Bentham at 6:30pm.
2. **Motion** to approve minutes: Wendy Thompson. **Seconded by:** Molly Glesby.
Motion passed.
3. Panorama Presentation: Reps from Panorama Recreation Center gave a short presentation, asked for feedback (written and verbal), on the facility, programs, etc. and collected suggestions for changes/improvements.
4. Administrator Report – Grant Franceschini
 - a. Bouquets to:
 - i. Members of the Cross Country team and to all of the staff who assisted!
 - ii. Members of the Dance Club and Sponsors, Ms. Ashcroft, Ms. McManus, Mrs. Dupree and special instructor, Lesley Arnold!
 - iii. Ms. Fawkes for organizing another successful Jump Rope for Heart! \$11,646.01 was raised! Top fundraisers were Emily Verscheure, Jessica Lal and Jack Hembruff – they (and a friend each) will go to lunch with Mr. Franceschini and Ms. Fawkes!
 - iv. PAC, for another successful Movie Night!

- v. Constable Phipps and the RCMP and Kiwanis members who ran our Bike Rodeo!
- b. Recent Happenings:
 - i. Grade Five Transition activities are well underway. The students enjoyed their orientation visits to Vayside and North Saanich Middle Schools. Administrators and Gr.6 leaders will meet with our students on May 20th.
 - ii. Carver Doug Lafortune will be at our school for two days this week, showing the totem pole that he is carving for the Saanich Peninsula Hospital.
 - iii. Grade Four and Five classes have enjoyed lacrosse lessons.
 - iv. Students enjoyed watching the salmon fry and ducks grow!
 - v. Students continue to enjoy the Lego Club and Juggling Club and are getting ready for the Variety Show on May 28th.
 - vi. We are currently doing all of our year end IEP meetings.
 - vii. The School Planning Council will meet on May 19th.
 - viii. The Fine Arts/Performances discussion (PAC and staff reps) will occur on May 26th.
 - ix. Grade Five Farewell planning meeting occurred last night; next meeting on May 26th at 7:00.
- c. Coming Events and Dates to Note:
 - i. Science Ventures lessons this Friday!
 - ii. Grade Four and five classes will be enjoying tennis lessons.
 - iii. Whole School Photo: May 21st
 - iv. Bottle Drive: May 23rd
 - v. Kindergarten Orientation: June 3rd, 4:00-5:00
 - vi. Track and Field will begin for students in Grades Three to Five; Track Meet at UVIC on June 11th
 - vii. Allegro Dancers perform on June 12th, at 9:15
 - viii. Spring Fair: June 12th
 - ix. Grade Five Farewell Evening: June 17th, 6:30
 - x. Fun Day: June 19th
 - xi. Intermediate Camp: June 22nd-24th
 - xii. Final Assembly: June 25th, 10:00, last day for students.

5. President Report – Sara Benson

- a. For the new PAC, 2015/2016
 - i. Sabrina Fieldhouse, **Fundraiser**, by acclamation.
 - ii. Melissa Finlay, **Treasurer**, by acclamation.
 - iii. Jeannine Wakely, **Copacs Rep**, by acclamation.
- b. Still looking for events committee chair, spring fair coordinator, and first nations rep.
- c. **June PAC meeting date—revised!**— June 15 at Jodi’s house potluck 7:00.
- d. June 10 final spring fair meeting.

- e. The Wish list—discussion will be held in the fall instead of at the June PAC meeting.
6. Vice President Report – Wendy Thompson
 - a. School supplies will be ordered through Monk’s this coming year.
 7. Treasurer Report – Tracy Lawrence
 - a. Grade 5 Smile card reached \$2000 goal.
 - b. General Smile card at \$1100.
 - c. Financial Report :

13-May-15			
	Balance	Commitments	Net
Gaming	8217	12150	-3933
General	22762	20295	2467
Savings	31795		31795
Total	62774	32445	30329

8. Fundraising Report – Gwen McEwen
 - a. Bottle drive may 23rd
 - b. Idea: Have a garage sale at the school, rent a table for 20 bucks in the school field or parking lot—great idea for next year, maybe on the Dean Park garage sale weekend.
 - c. Western Speedway tickets are available, Sara will handle them.
9. Food Coordinator Report– Jodi Castillo
 - a. Free lunch day, June 19th
10. Copacs Report – Jen Langard
 - a. Bill 11
 - i. Teachers’ professional development to be monitored.
 - ii. Student ID cards BCeSIS linked with healthcare info.
 - iii. School planning councils eliminated.
 - iv. Government has ability to override any board decision and can replace the board.
11. Events Committee Report – Molly Glesby
 - a. Playground improvement: back fence excavation should be done by September.
 - b. Movie night went well, good turnout and kids well behaved.

12. New Business

- a. Lesley made a **motion** to approve a \$750 budget for inflatables and \$100 for fencing for the Spring Fair. Jodi Castillo **seconded** and the **motion passed**.
- b. Jen Langard and Laura Veasey will handle the Pac survey in the fall.

13. Meeting adjourned at 8:19pm.

Next meeting at 7:00 on June 15th at Jodi Castillo's home



KELSET Elementary School PAC
General Meeting Minutes
June 15, 2015
Lindsay Trudeau's home

PAC Executive Present: Sara Benson, Marissa Bentham (Co-Presidents), Tracy Lawrence (Treasurer), Janice Putter (Secretary), Molly Glesby (Events Coordinator), Jen Langard (COPACS rep) Jodi Castillo, Lindsay Trudeau (Food Coordinators), Gwen McEwen (Fundraising Rep) Lesley Arnold, Kathy Mikkelsen, Kirsten Norris, Katy Hembruff, Jeannine Wakely (Members at Large).

Others Present: Grant Franceschini (Principal), Donna Collett (Vice Principal), Cathy Crocket-Moore (In-coming Principal), Rae Dennett (In-coming Vice Principal), Laura Veasey, Tarryn Vantreight.

1. Call to order by Marissa Bentham at 7:30pm.
2. **Motion** to approve minutes: Molly Glesby. **Seconded by:** Jeannine Wakely. **Motion passed.**
3. **Motion** to approve the agenda: Jeannine Wakely. **Seconded by** Katie Hembruff. **Motion passed.**
4. Administrator Report – Grant Franceschini
 - a. The Grade 4/5 camp will be June 22nd to June 24th.
 - b. Fun Day and the Grade 5 water fight will be on Friday June 19th.
 - c. The final assembly will be Thurs June 25th at 9:45.
 - d. ***"A huge thank you to all of the PAC Executive Members, for all the time and effort they have put into making our school year so***

successful. The time, energy and financial support makes so many more initiatives possible.

Special thanks to Sara Benson for all of her years of service on the PAC, to Marissa Bentham for her efforts as PAC Co-Chair for the past two years, to Tracy Lawrence, for all of her years of service as Treasurer, and to Molly Glesby, for all of her years as Events/Social Coordinator. These ladies will be missed!

A big thanks to Donna Collett, for being such a wonderful admin partner and for all of her support and contributions to the school...

I am going to miss the KELSET community after seven + years... I am grateful to be leaving the school in the hands of Cathy Crocket-Moore and Rae Dennett - a very strong admin team - two very skilled, compassionate educational leaders!"

5. President Report – Sara Benson

- a. For the new PAC, 2015/2016
 - i. Kathy Mikkelson, Gwen McEwen, Molly Glesby, Tracy Lawrence, **Members at Large**, by acclamation.
 - ii. Tarryn Vantreight and Katy Hembruff, **Events Committee Co-chairs**, by acclamation.
 - iii. The PAC members for 2015/2016 are:
 1. Co-Presidents: Jen Langard and Laura Veasey
 2. Vice President: Wendy Thompson
 3. Past Presidents: Sara Benson and Marissa Bentham
 4. Treasurer: Melissa Findlay
 5. Secretary: Janice Putter
 6. Fundraising Chair: Zabrina Fieldhouse
 7. Copacs Rep: Jeannine Wakely
 8. Fun Lunch Coordinators: Jodi Castillo and Lindsay Trudeau
 9. Events Committee Co-Chairs: Katy Hembruff and Tarryn Vantreight
 10. Members at Large: Gwen McEwen, Molly Glesby, Tracy Lawrence, Tracy Abbott, Kathy Mikkelsen, Lesley Arnold, Kirsten Norris.
- b. Idea: The first PAC meeting could be more of a meet and greet – invite new parents after the parent orientation-- go over positions, give out opportunities for new parents to volunteer, especially for the smaller jobs. Maybe have a separate exec meeting.

- c. Budget/Wish List discussion is planned for the October PAC meeting. New plan for written proposal for the wish list. Deadline for proposals set for the end of September. May approve a preliminary operational budget in September, final approval of budget in October. Plan to have meetings between co-chairs and admin during the process. **Action:** Outgoing and incoming admin to let staff know about the changes to the proposal system. **Action:** Gwen will write up a proposal form.
 - d. Calendar for next year. **Action:** Jen and Laura will email out a rough draft of the calendar to get feedback.
 - e. **Action:** Jen and Laura will coordinate the welcome back coffee.
 - f. **Action:** Jen and Laura to work with Daryl to create a PAC page on the school website.
 - g. **Action:** Jen and Laura will send out the PAC survey this week.
 - h. Erin Healey will possibly purchase 2 large drink dispensers for about \$100 for use at the school.
6. Vice President Report – Sara Benson on behalf of Wendy Thompson
- a. We will go ahead with Monk’s ordering for classroom supplies. The school gets 10% of the orders.
7. Treasurer Report – Tracy Lawrence
- a. Grade 5 Smile card reached \$2000 goal.
 - b. General Smile card at \$1200.
 - c. Final profit from the spring fair: \$11,356.
8. Food Coordinator Report– Jodi Castillo
- a. We need someone to do the popcorn next year, maybe a new parent??
9. Copacs Report – Jen Langard
- a. Board submitted a requirement budget along with the balanced budget this year.
 - b. Copacs has a Parent Ed position open.
10. Events Committee Report – Molly Glesby
- a. Spring Fair went really well. **Action:** Molly will collect feedback about the fair, what went well, what could be improved for next year. **Action:** Molly will send out the thank you list for the spring fair.
11. New Business
- a. Natural Playground –will be working on it over summer. **Action:** Tracy will leave cheques with Sara for Molly to use as things come up over the summer.
12. Jeannine Wakely made a **motion** to adjourn, Jodi Castillo **seconded** and the **motion passed**. Meeting adjourned at 9:09pm.