



KELSET Elementary School PAC
General Meeting Minutes
Sept 16, 2015
Multipurpose Room, KELSET School

PAC Executive Present: Laura Veasey, Jen Langard(Co-presidents), Marissa Bentham(Past President), Wendy Thompson(Vice President), Janice Putter(Secretary), Melissa Beazley-Finlay(Treasurer), Zabrina Fieldhouse(Fundraising Chair), Jeannine Wakely(Copacs Rep), Lindsay Trudeau(Food Coordinator), Katy Hembruff, Tarryn Vantreight(Events Committee Co-Chairs), Molly Glesby, Tracy Lawrence, Lesley Arnold, Gwen McEwen, Shannon Johnsen (Members at large).

Others Present: Cathy Crocket-Moore(Principal), Rae Dennett(Vice-Principal), Maeve Maddison, Nen Clark, Jenny Felix, Sonia Cox, Heather Fyfe, Lisa McConnell, Jen Verscheure, Anita Davidson, Kristi Benwell.

1. **Call to order** by Laura Veasey at **6:34pm**.
2. General discussion of PAC goals.
3. **Motion** to approve minutes from last meeting: Marissa Bentham. **Seconded by:** Molly Glesby. **Motion passed.**
4. **Motion** to approve agenda: Wendy Thompson. **Seconded by** Katie Hembruff. **Motion passed.**
5. **Administrator Report** – Cathy Crocket-Moore and Rae Dennett
 - a. Currently have 370 students enrolled.
 - b. 15 divisions allow us to use the french room for french this year
 - c. Teachers attended a great workshop on understanding behaviour. Working on implementing techniques in the school.
 - d. Sept 25, 2:00 Terry Fox run.
 - e. Open House Sept 22 5:45

- f. Math Mania Oct 7 6:30-8:00. Idea: Parent-run food and beverage table??
- g. Early Dismissal Wed 23 and Thurs 24 at 1:48.
- h. Sept 29 Picture Day.
- i. There will be fire drills and the required lockdown drill this year.
- j. Crossing guard funding has gone down, the school is covering the cost for now, and looking into options. Volunteers?
- k. Possible digital sign in the future or a special stick to put up letters on the sign outside the school.
- l. Playground trial period, K-3 and Grade4/5 take turns using the playground. Will collect data and reassess.
- m. Discussion about the drop off zone and buses. Exploring ideas, for now cones set up to help the buses get through faster.
- n. 2 more supervisors added during recess. Created “zones” and each supervisor is responsible for their own zone.
- o. There is only one bell at the beginning of the school day at 8:37. Children are to enter and exit their classrooms by the outside doors in their classrooms.
- p. Crossing guard funding has decreased. Now 12.5hours was 15 hours. Possible parent volunteers and kid crossing guards. Seniors volunteers? For now the school is covering the extra 2.5 hours, but expensive long term so another solution will be needed.

6. Co-president report -- Jen Langard and Laura Veasey

- a. Discussion about possible fundraiser/fun events including music bingo, craft fairs, garage sales, etc.
- b. Handed out the PAC calendar to be discussed/approved.
- c. Working on PAC survey, decided to postpone it a bit because so much paperwork comes home already in September. Maybe October would be a better time?
- d. The October PAC meeting will be the budget meeting, have asked the teachers for their wishlist. We have committed to some things. Dr. Claire body science has been already booked and Reflex math is going ahead. The basic classroom funds and things we fund every year are already on the budget. Extra things will be submitted with the new forms. Gwen is working on the forms, she will submit a rough draft to the PAC for review.
- e. Family movie nights: There is a licensing change, may be \$300 per movie to have a movie night. District may get a license and schools pay a smaller fee. Wait and see what happens.
- f. Marissa Bentham: —Thrifty foods kids run, thanksgiving weekend, Sunday October 11th. You can register a school team, the school with the largest team wins 1000 dollars. It’s for a great cause: Kidsport. Marissa can set it up but will not be there on that weekend. Melissa

Finlay will help to organize it on the day re: The meeting spot, picking up tshirts. It will be at 10:15 behind the parliament buildings.

7. **Treasurer Report** – Tracy Lawrence and Melissa Finlay
 - a. \$31,851.27 savings
 - b. \$18400 general
 - c. \$2430 gaming
 - d. We need to find someone to audit the books for last year's books for the PAC. **Action:** Jen Langard will look into this.

8. **Food Coordinator Report** -- Lindsay Trudeau
 - a. She would like to schedule the last Friday of the month for the fun lunch days. Popcorn days would then be in the middle of the month.

9. **Copacs Report** – Jeannine Wakely
 - a. Next meeting Oct 1st.

10. **Events Committee Report** – Tarryn Vantreight and Katie Hembruff
 - a. Pumpkin event: Everyone welcome in the gym, fall inspired treats for sale—volunteer baking, maybe pizza, warm apple cider, pumpkin carving event, several decorating stations, bring your own pumpkin, will supply safe tools. By donation. 6:30 Oct 22.

11. **Fundraising Report**—Zabrina Fieldhouse
 - a. New ideas—level ground—buy coffee/tea
 - b. Family portraits through a photographer, mini sessions with families.

12. **New Business**
 - a. The ladder to change the letters on the school sign is not safe so no volunteer position needed at this time. Possibility for electronic sign or a special stick to put up the letters.
 - b. Popcorn Day: Lisa would like to get the kids to help out with popcorn day.
 - c. Lost and Found: Kathy Mikkelson is happy to do lost and found this year again—would like help and to hand it over to someone else for next year.
 - d. Kelset clothing orders: Lesley is heading it up but would like to have help and hand it over for next year. Lesley will handle ordering t-shirts for new teachers. May need more lanyards. About 500? Lesley to get samples of water bottles.
 - e. The natural playground is finished except for the thank you plaques to put up on the fence. They have spent \$4896, out of the \$5000 budget. Lisa Pederson to handle the thank you plaques.
 - f. Molly asked about the fine arts committee—another discussion with new administration?? Cathy will look into this.

- g. Grade 4/5 teachers will have a meeting to discuss what worked well and what needs to change for this coming year for the grade 4/5 camp.
- h. Marissa Bentham--Keating school PAC had their playground funds go missing—Brentwood has an idea for each school to donate \$2000 to make up the rest of the money. 30,000 was donated from the Co-op, but 40,000 total has gone missing. Idea: We could do a fundraiser to raise money for Keating.
- i. Keating Pac news—how does this impact us in terms of process, procedures? BBCPAC has a rep offering a workshop on finances for PACs.

13. Adjourned at 8:39pm.

ACTION ITEMS:

Jen Langard will look into finding someone to audit last year's books.

Jen Langard and Laura Veasey to send out PAC survey, maybe in October?

Marissa Bentham and Melissa Finlay to organize the school team for the Thrifty's kids run.

Gwen McEwen to send rough draft of proposal form to Pac/admin for approval/input.

Lesley Arnold to order Kelset t-shirts for the new teachers, and get water bottle samples. Possibly more lanyards? 500ish?

Cathy Crocket-Moore to look into having another parent/teacher discussion about fine arts in the school.

Math Mania: Food and beverage table run by parents??



KELSET Elementary School

PAC General Meeting Minutes

OCT 14 2015

MULTIPURPOSE ROOM

ADMINISTRATION PRESENT	Cathy Crocket-Moore (Principal) Rae Dennett (Vice Principal)
PAC EXECUTIVE PRESENT	Jen Langard, Laura Veasey (Co-Presidents) Marissa Bentham, Sara Benson (Past Presidents) Wendy Thompson (Vice President) Janice Putter (Secretary) Zabrina Fieldhouse (Fundraising Chair) Jeannine Wakely (Copacs Rep) Jodi Castillo, Lindsay Trudeau (Food Coordinators) Katy Hembruff, Taryn Vantreight (Events Committee) Gwen McEwen, Molly Glesby (Members at Large)
OTHERS PRESENT	Jen Verscheure, Lisa Pedersen, Lisa McConnell, Heather Fyfe

Call to order at 6:30
Sara Benson made a motion to approve the minutes from the Sept 16 2015 meeting, Wendy Thompson seconded and the motion passed .

ADMINISTRATION REPORT**CATHY CROCKET-MOORE, RAE DENNETT****DISCUSSION**

Math Mania – Great turnout, about 170 people, lots of fun.

Lunch Monitors – Going very well, lots of enthusiasm for the program.

Playground Pals – Plan on having grade 4 and 5 kids organize fun events at recess for the younger kids.

Fire drills – These have gone really well. Great Shakedown planned for tomorrow.

Dr. Stuart Shanker – He will be presenting on Fri Oct 23rd. Cathy and Rae will be attending and there is room for some parents to go as well. His topic is how to help kids with self-regulation.

Orange/Black day/Wacky hair day/Fun Lunch – Oct 30th.

Movie License – It will be \$375 plus tax for the whole year.

Playground – Alternating which grades use the playground is working very well, will probably continue with switching every month.

Washrooms during recess – There have been questions from children/parents regarding using the washroom during recess. Students can enter the school on the south side to use the washroom, providing they are not in large groups at a time. Cathy and Rae will reinforce this with the kids in the classrooms.

Earthquake Supplies – Idea: consider revamping earthquake supplies via class reps, backpacks per class, etc.

New Curriculum/Pro-D days – There will be a parent ed night on the topic of the new curriculum. In addition, there will be two additional pro-D days in the 2015/16 school year and one additional pro-D day in the 2016/17 school year for teachers to be trained – dates to be announced.

Superteacher worksheets – This is a program that costs \$20/teacher per year, and is an excellent resource for exercises, handouts and teaching prep aids. For example, it provides the same materials/content in different reading levels so that students at different skill levels can do the same exercise at the same time.

PRESIDENT REPORT**JEN LANGARD, LAURA VEASEY****DISCUSSION****Operating Budget 2015/16**

1. Classroom Allocations \$3,800
2. Field Trips \$1500
3. Reflex Math \$3400
4. Grade 4/5 PE enhancements \$1500
5. Intermediate Camp \$5200
6. Coach Release Time \$1000
7. Environmental Programs(Lifecycles) \$1000 –get more info on amount needed.
8. Science Ventures \$1200
9. Forgotten Lunch Program \$500
10. Outdoor Equipment \$500

11. Library (Author visit and reading incentives) \$1000
12. Literary Enhancements (materials, magazine subscription, etc) \$500
13. K-3 Visiting Scientists \$2000
14. Super teacher worksheet subscription \$300
15. Artist in Residence \$2500
16. Greater Victoria Performing Arts Dance Festival Registration \$50
17. BCCPAC registration \$75
18. Fun Day \$150
19. Sept meet and greet \$50
20. Stationary \$20
21. Earthquake supplies \$250
22. Childcare for meetings \$400
23. Dr. Claire body science \$3500
24. Movie nights \$375

Funding Request Budget 2015/16 (As of Oct 14)

1. Recycling sorter \$300
2. Literary Enhancements (white boards, PM book, CD's etc) \$1000
3. Outdoor Natural Play Area \$200

Total Budget Approved: \$32,270

Jodi Castillo made a **motion** to approve \$32,270 for the 2015/2016 budget, Sara Benson **seconded** and the **motion passed**.

For the remaining items on the teachers' wishlist, we need more information, so we need the funding request forms to be filled out for those items and they will be up for discussion at a later meeting. Items include: life cycles cost, apps for ipads, library tablets, science/social studies field trips, math/science supplies, Hokki stools, Magformers, Scooter paddle, Hop and squeak pogo jumper, Boomwackers musical instruments and song books.

Fundraising Goals

1. QSP \$1000
2. Purdy's \$700
3. Bottle drives \$2800
4. Coupon books \$1600
5. Spring Fair \$7000
6. Red Barn \$1500
7. Clothing orders \$400
8. Thrifty's Smile cards - camp \$2000
9. Thrifty's Smile cards - general \$2000
10. Family Portraits \$1200
11. Mabels labels \$60

Fundraising Goal: \$20,260

PAC Survey – The survey has been sent out and we are receiving helpful feedback.

VICE PRESIDENT REPORT

WENDY THOMPSON

DISCUSSION

Class Reps - We still need class reps for Mrs. Rose, Mrs. Underwood and Mrs. Trottier's classes.

TREASURER REPORT

TRACY LAWRENCE FOR MELISSA FINLAY

DISCUSSION

General Account – \$18442.41
Savings Account – \$31881.21
Gaming Account – \$7500 just came through, bringing the total to \$9949.88

COPACS REPORT

JEANNINE WAKELY

DISCUSSION

Parent Ed – Darren Laur, on internet safety, Oct 20th, 7-9 at Sidney Elementary
Treasurer workshop – end of October

FUNDRAISING REPORT

**GWEN MCEWEN FOR ZABRINA
FIELDHOUSE**

DISCUSSION

September Bottle Drive – Proceeds: \$886.

NEW BUSINESS

DISCUSSION

Sara Benson made a **motion** to support the Anawim House again this year, Wendy Thompson **seconded** and the **motion passed**.

Lisa McConnell will look into opportunities to support another charity, through Beacon Community Services.

Motion to adjourn at 8:40pm.

NEXT MEETING IS ON NOVEMBER 4th AT 6:30 IN THE MULTIPURPOSE ROOM

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To look into opportunities for the school to support another charity through Beacon Community Services.	Lisa McConnell	
To look into finding someone to audit last year's books.	Jen Langard	
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To order Kelset t-shirts for the new teachers, and order some water bottle samples and possibly lanyards.	Lesley Arnold	
Copacs rep to give feedback that greater notice on parent education etc nights would be appreciated for people to plan to be there.	Jeannine Wakely	
To look into Story Theatre.	Cathy Crocket-Moore/Rae Dennett	
To look into letting parents know ahead of time about lunchtime clubs, in newsletters and through Leanne, so that parents can encourage children to join in.	Cathy Crocket-Moore/Rae Dennett	
To look into the cost of Hokki stools through Backfit suppliers.	Marissa Bentham	



KELSET Elementary School

PAC General Meeting Minutes

NOV 4 2015

MULTIPURPOSE ROOM

ADMINISTRATION PRESENT	Cathy Crocket-Moore (Principal) Rae Dennett (Vice Principal)
PAC EXECUTIVE PRESENT	Jen Langard, Laura Veasey (Co-Presidents) Marissa Bentham, Sara Benson (Past Presidents) Wendy Thompson (Vice President) Janice Putter (Secretary) Zabrina Fieldhouse (Fundraising Chair) Jodi Castillo (Food Coordinator) Katy Hembruff, Taryn Vantreight (Events Committee) Gwen McEwen, Molly Glesby, Shannon Johnsen (Members at Large)
OTHERS PRESENT	Jen Verscheure, Lisa Pedersen, Lisa McConnell, Heather Fyfe, Ms. McManus

Call to order at 6:32

Wendy Thompson made a **motion** to approve the minutes from the Oct 14 2015 meeting, Marissa Bentham **seconded** and the **motion passed**.

Sara Benson made a **motion** to approve the agenda for the November 4 2015 meeting, Wendy Thompson **seconded** and the **motion passed**.

ADMINISTRATION REPORT**CATHY CROCKET-MOORE, RAE DENNETT****DISCUSSION**

Story Theatre – The kids loved it, and the grade 4/5s requested a drama club.

Dr. Stuart Shanker – self-regulation seminar – Jen Verscheure attended and will present a summary to the EAs and also at the December PAC meeting. She will also have a more detailed version in print form available to those interested.

Orange/Black day/Wacky hair day/Fun Lunch – Very fun day, kids well behaved.

Remembrance Day Ceremony – Nov 10 at 10:00.

Crossing Guards -- The Mctavish crossing guard will move to supervise the Kelset parking lot on Nov 16th. There is a need for more safety at that crosswalk and in the parking lot. Also, admin will look into how to make the panorama parking lot safer during drop off.

New Curriculum – A new curriculum will be implemented next year. The ministry of education has been working together with teachers to create it. It is more inquiry based, process based, and is more relevant to the new world we live in. It emphasizes critical thinking, working in groups, personalized learning, and works for the inclusive environments in the classrooms.

PRESIDENT REPORT**JEN LANGARD, LAURA VEASEY****DISCUSSION**

New charity initiatives – Lisa McConnell presented her research on local opportunities and the Pac had a brainstorming session. Ideas: field trip to the local food bank, sock drive, food drive, the giving tree, etc. Decided to have the kids more involved in this, even set up a survey to let them decide what to do. Lisa McConnell volunteered to coordinate this.

Wishlist Items:

iPad Apps: Sara Benson made a **motion** to fund apps for the iPads up to a maximum of \$1000 for this school year. Jodi Castillo **seconded** and the **motion passed**.

Ocean discovery field trip: Sara Benson made a **motion** to approve \$225 for grade 1/2/3 classes to go on a field trip to shaw ocean discovery center. Gwen McEwen **seconded** and the **motion passed**.

Hokki Stools: Marissa doesn't have access to cheaper hokki stools but Cathy can order "hokki-like" stools with the district (much cheaper). She would like to order a few throughout the year. Sara Benson made a **motion** to approve \$500 to buy hokki stools. Molly Glesby **seconded** and the **motion passed**.

Boomwackers: Sara Benson made a **motion** to approve \$300 to buy boomwackers and the corresponding curriculum guide. Wendy Thompson **seconded** and the **motion passed**.

Note on the Swan Lake request: The funds for the swan lake visiting scientists has already been approved. It will come out of the \$2000 approved for visiting scientists.

Note on the pogo jumpers and scooter paddles: Admin will look into safety and storage for these items.

Treasurer Workshop – Need good policies and procedures in place: We need monthly financial reports, cash counted twice with two people present, blank checks should be avoided, receipts for everything. Lots of transparency to track where the money goes.

PAC Survey – Jen briefly went over the feedback from the survey and will send out the results through email to the PAC.

Anawim House – Tom Vickers, principal at Sidney Elementary, will present on the Anawim House fundraiser at the December meeting.

VICE PRESIDENT REPORT

WENDY THOMPSON

DISCUSSION

Class Reps - We still need class reps for Mrs. Rose, Mrs. Underwood

School Supply orders – We made just over \$300 this year.

FOOD COORDINATOR

JODI CASTILLO

DISCUSSION

Fun Lunch – Big thank you to all the helpers for the first fun lunch, it went well with lots of help.

EVENTS COMMITTEE

KATY HEMBRUFF

DISCUSSION

Pumpkin Night – Super fun and very well attended. About \$800 in profit.

Movie Night – Scheduled for Nov 20th.

FUNDRAISING REPORT

ZABRINA FIELDHOUSE

DISCUSSION

Family Portraits – Probably will bring in about \$600.

Coupon Books -- Gwen is handling this fundraiser.

Magazines (QSP) -- Will probably bring in about \$550, and we can send out additional reminders to order throughout the year.

Coop number -- We could advertise it in the newsletters. Sara will look for our Coop number.

NEW BUSINESS

DISCUSSION

Ms. McManus – Librarian

Drop everything and read was a great hit, well attended. A First Nations elder explained the origin of the name Kelset to the students.

Scholastic book fair is coming soon, may have a “parent-only preview”, possibly

during the movie night?

Library Volunteers: Need more parent volunteers to re-shelve books in the library. Any help would be really appreciated.

Tablets for library: She would like tablets for the kids to use to look up library books. Idea: Possibly parents could donate used ones? Or the Pac could fund it? Need Wifi first though.

Creating a space for kids to sit in the library—Would love for the shelves to be put on rollers so they could be moved aside, also some small stools would be great. Future project? Maybe next year?

Motion to adjourn at 8:31pm.

NEXT MEETING IS ON DECEMBER 9TH AT 6:30 IN THE MULTIPURPOSE ROOM

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To organize the new charity initiatives. (kids survey, etc)	Lisa McConnell	
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To send out the results of the PAC survey via email.	Jen Langard	
To ask Copacs for more notice for events.	Jeannine Wakely	
To look into hiring Beacon Services for crossing guards at school.	Cathy Crocket-Moore/Rae Dennett	
To hand out smile cards to the grade 4 parents.	Jeannine Wakely	
To find our coop number.	Sara Benson	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
To look into how to improve the kids' safety in the panorama parking lot during drop off.	Cathy Crocket-Moore/Rae Dennett	



KELSET Elementary School

PAC General Meeting Minutes

JAN 13 2016

MULTIPURPOSE ROOM

ADMINISTRATION PRESENT

Cathy Crocket-Moore (Principal)
Rae Dennett (Vice Principal)

PAC EXECUTIVE PRESENT

Jen Langard, Laura Veasey (Co-Presidents)
Marissa Bentham, Sara Benson (Past Presidents)
Wendy Thompson (Vice President)
Janice Putter (Secretary)
Zabrina Fieldhouse (Fundraising Chair)
Lindsay Trudeau (Food Coordinator)
Taryn Vantreight (Events Committee)
Gwen McEwen, Molly Glesby, Kathy Mikkelsen, Lesley Arnold, Shannon Johnsen, Tracy Abbott (Members at Large)

OTHERS PRESENT

Lisa Pedersen, Lisa McConnell, Heather Fyfe, Sonia Pablos-Cox, Maeve Maddison, Tracy Lawrence.

Call to order at 6:30

Wendy Thompson made a **motion** to approve the minutes from the Dec 15 2015 meeting, Sara Benson **seconded** and the **motion passed**.

Sara Benson made a **motion** to approve the agenda for the Jan 13 2015 meeting, Wendy Thompson **seconded** and the **motion passed**.

ADMINISTRATION REPORT	CATHY CROCKET-MOORE, RAE DENNETT
DISCUSSION	
<p>Success club -- started this week, <i>and involves 8-9 staff and 3 EAs</i>. It's a combo reading/homework club after school <i>to improve literacy</i>. It's by invitation, and teachers and other staff give extra support to students-- help in reading, etc.</p> <p>Ready set learn – Went well, 38 families attended, kids gave tours.</p> <p>Kindergarten information night – Jan 20th at Sidney School.</p> <p>Open house for kindergarten families – Jan 25th to 29th, potential new families can come in during school hours, there will be one evening session as well.</p> <p>Christmas Hampers – Kelset supported 13 families over the holidays, every family got a thrifty's card, presents and food.</p> <p>Tomorrow Vision Forum/ Project 20/20 – Molly Glesby volunteered to attend and help give feedback along with teachers, etc.</p> <p>FSA's – starting next week, first practice tests and then exam.</p> <p>Wifi meeting – will be sometime in February.</p> <p>Middle school information for parents and students—Lots of info to come soon, there will be trips to the schools for the kids and information sessions for the parents.</p> <p>Kelset Cares Club – info to come out in newsletter and email from Leanne <i>about Kelset Beliefs Week(also random act of kindness day)</i> around the 13th to 21st.</p> <p>Family Literacy Day – Jan 27th, information to be sent out soon.</p> <p>New gate near spider climbers—work order is in.</p>	
PRESIDENT REPORT	JEN LANGARD, LAURA VEASEY
DISCUSSION	
<p>Treasurer position needs to be filled. – There has been some interest in this position, a possible volunteer. Tracy Lawrence offered to help with training.</p> <p>Revised Pac calendar – has been sent out with updated dates.</p> <p>Grade 5 farewell – Sara Benson made a motion to spend \$500 on the grade 5 farewell, Marissa Bentham seconded and the motion passed.</p>	
VICE PRESIDENT	WENDY THOMPSON
DISCUSSION	
<p>Nothing to report.</p>	

FOOD COORDINATOR	LINDSAY TRUDEAU
DISCUSSION	
<p>Fun Lunch – Free lunch on Jan 29th, hotdogs, milk, choc milk and cookies. Forms for the Feb, April, May lunches will come out soon.</p> <p>Popcorn Day – Jan 15th.</p> <p>Ideas for fun lunch—maybe Red Barn can provide the food in the future—soups and sandwiches.</p>	
EVENTS COMMITTEE	TARRYN VANTREIGHT
DISCUSSION	
<p>Spring Fair – Need a spring fair coordinator. June 10th is the new date for the spring fair. Grillverado is booked.</p> <p>Family Dance – Feb 11th, superhero theme, Moses confirmed as DJ. Possibly proceeds split between a family in need and the grade 4/5 camp fees? Lindsay and Jodi will organize the food.</p> <p>Sara Benson made a motion to spend \$400 on the family dance, Shannon Johnsen seconded and the motion passed.</p>	
FUNDRAISING REPORT	ZABRINA FIELDHOUSE
DISCUSSION	
<p>Bottle Drive – made just over \$600, Action: Heather Fyfe offered look into prices for Ikea bags (or something similar) to send home with kids to fill with bottles/cans/etc. Next bottle drive on May 14th. Try to find horse trailer to store bottles. <i>Other ideas discussed were putting posters on mailboxes to alert residents to bottle drive, going door to door to collect bottles, and maybe using garage sale date as a means for people to start dropping off their bottles early. (May 14th is the weekend prior to long weekend so as to hopefully beat competing bottle drives).</i></p> <p>Coupon Books – made about \$1300</p> <p>Poppy photography – made about \$700</p> <p>Purdy's – will set this up soon.</p> <p>School Garage sale – Brainstormed for ideas—rent out tables, maybe sell food. <i>Discussion around getting involved with the Dean Park Garage Sale – sell tables at possibly \$20?, deposit taken to cover any goods left, families responsible for their own clean up. Suggest baking etc to increase sales - logisitics need to be worked out.</i></p> <p><i>Post-meeting note: Laura confirmed the date is April 23^d and we have the approval to go ahead and join in from the DPECA. Laura updated PAC calendar to include this.</i></p> <p><i>Fundraising idea- earthquake kits could be purchased for around \$200 with 15-20% being donated to the school.</i></p>	

NEW BUSINESS

DISCUSSION

Grade 4/5 camp – Teachers are planning an info meeting with parents probably by the end of the month.

Earthquake preparedness – admin will be working with Sonia Pablos-Cox on making us even more prepared. Lots of great ideas for planning and practice with medical stations. Molly said there was an expert that presented at Copacs a few years ago—he studied the New Zealand earthquakes and would be willing to talk at schools.

New curriculum – Julie McManus will give a talk to parents on the new curriculum next month at the pac meeting.

Reading recovery and summer reading – Shauna Doering will give a presentation for parents at a pac meeting, maybe in March, and later, another speaker from the district will give a presentation on literacy as well. Info to come.

Instagram/Social Media and kids –Marissa Bentham expressed a concern over boundaries for kids with social media, would like more information on safety, social media and kids. **Action:** Cathy and Rae will look into possibilities for education for kids/parents around this issue.

Gwen McEwen made a motion to adjourn, Tracy Abbott seconded and the meeting was adjourned at 8:15pm.

****NEXT MEETING IS ON FEBRUARY 10TH AT 6:30 IN THE MULTIPURPOSE ROOM****

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To contact municipality regarding road safety around school.	Laura Veasey	
To design leaflet about road safety around school for kids/parents.	PAC	
To look into prices for bags for bottle drives.	Heather Fyfe	
To look into education for kids/parents about social media and safety/boundaries.	Cathy Crocket-Moore/Rae Dennett	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
<i>To get back to the PAC on a date for the wifi discussion/evening</i>	<i>Cathy Crocket-Moore/Rae Dennett</i>	
<i>To give a summary at the next PAC meeting on the Vision Forum</i>	<i>Molly Glesby</i>	
<i>To explore getting the Food Bank at an assembly so kids can understand where the food goes to and stories behind giving.</i>	<i>Lisa McConnell</i>	
<i>To update PAC calendar with Dean Park Garage Sale date.</i>	<i>Laura Veasey</i>	
<i>To find the name of the guy who might come to discuss earthquake preparedness.</i>	<i>? Cathy?</i>	
<i>To look into fundraising idea of purchasing earthquake kits in bulk to give 15-20% back to school.</i>	<i>? Shannon?</i>	
<i>To present at Feb PAC meeting on the new curriculum.</i>	<i>Ms. McManus</i>	
<i>To present at March meeting on literacy, reading recovery and assessments.</i>	<i>Mrs. Doehring</i>	



KELSET Elementary School

PAC General Meeting Minutes

FEB 11 2016

MULTIPURPOSE ROOM

ADMINISTRATION PRESENT

Cathy Crocket-Moore (Principal)
Rae Dennett (Vice Principal)

PAC EXECUTIVE PRESENT

Jen Langard, Laura Veasey (Co-Presidents)
Sara Benson (Past President)
Wendy Thompson (Vice President)
Janice Putter (Secretary)
David Mostyn (Treasurer)
Zabrina Fieldhouse (Fundraising Chair)
Taryn Vantreight (Events Committee)
Gwen McEwen, Lesley Arnold, Tracy Abbott, Jeannine Wakely, (Members at Large)

OTHERS PRESENT

Lisa Pedersen, Jen Verscheure, Nen Clark

Call to order at 6:35pm.

Wendy Thompson made a **motion** to approve the minutes from the Jan 13 2016 meeting, Jeannine Wakely **seconded** and the **motion passed**.

Wendy Thompson made a **motion** to approve the agenda for the Feb 10 2016 meeting, Zabrina Fieldhouse **seconded** and the **motion passed**.

ADMINISTRATION REPORT	CATHY CROCKET-MOORE, RAE DENNETT
DISCUSSION	
<p>Elder's lunch — First Nations elders and students (and a friend) had a lunch with staff, went well, elders made speeches and pleased to be invited and get to know their grandkids' school. More lunches planned.</p> <p>Literacy Day — Lots of parents attended to read with kids. The kindness posters in the hallways (made by families) were great.</p> <p>World hoop dancer — Kids loved it and he had a great message about kindness and respect.</p> <p>Curriculum training days — Feb 12, April 11th and Feb 19th.</p> <p>Spring Break -- Mar 14th-Mar 28th.</p> <p>Feedback for New Calendar for 2016/17 — It is on school district website, you can give feedback until March 9th.</p> <p>Report Cards — Out by March 10th.</p> <p>Middle school visits and parent info nights — There will be a letter going out with details. Accommodations will be made for undecided families for students to visit both schools.</p> <p>Public speaking contest — Feb 26th in the gym – kids will present in front of peers, teachers, and district judges. Participation is voluntary.</p> <p>Artist in residence — Grade 3-5 hip hop, dates and schedules to be decided. Next year the artist in residence will be for grades K-3.</p> <p>Kelset Cares – Lisa McConnell is heading up a food drive. Info to come out. Kids receive a heart if they bring in food. The hearts are then put up in the school.</p> <p>Kelset Beliefs Week is next week. Random acts of kindness Day is on Feb 17th. There will be an assembly on Feb 24th at 1:00, kids wear blue and green (school colours).</p> <p>Wifi meeting — Tentative date is April 12th at 6:30.</p> <p>School Planning Day — Feb 22nd—Will involve teachers, admin, education assistants, and parents. Purpose is to look at current school successes and goals, and then make a new plan for the next 3 years with regards to the new curriculum, literacy, student engagement, community events, environmental education, celebrating first nations culture, clubs, inclusive education, an outdoor focus, education in addition to academics, etc. Email to be sent out to parents to collect input.</p> <p>School Newsletter — Idea: send out weekly/biweekly bulletins instead of the longer monthly newsletter for improved distribution of information.</p> <p>Social Media and boundaries – Cathy and Rae looked into this. For now, Constable Phipps can go into the 4/5 classes and give a basic intro to social media and safety, but this probably will be on-going education as well.</p>	

PRESIDENT REPORT	JEN LANGARD, LAURA VEASEY
DISCUSSION	
<p>Kelset School Calender — This is on the Kelset school website and has all dates and events on it, reminder to be sent out to parents to check this calendar, as it is very detailed and current.</p> <p>Kelset PAC Facebook page — Short discussion to clarify and simplify posting. Sara will be in charge of posting information, except for lost and found, and everyone is to make sure that comments are under their own name to avoid confusion.</p> <p>Anawim house — A parent has volunteered to take donations to Anawim, coats, boots, half empty shampoo bottles, etc. Donations possibly could be dropped off at the school?</p> <p>Treasurer — We have a new treasurer. David Mostyn has volunteered to take on this position. 😊</p> <p>Staff Appreciation Day — April 13th, Sara will send out the sign up genius before spring break.</p> <p>Constitution and Bylaws — AGM is in March, nomination committee chaired by vice pres 30 days before the meeting.</p> <p>Idea- go to preschools and ask them to consider joining the pac executive?</p> <p>Fun Lunch – Order forms have been sent out for the next couple months, and the free lunch went well.</p> <p>Ms. McManus — Couldn't be here to speak tonight. She will speak at next month's PAC meeting instead.</p>	
TREASURER	JEN LANGARD FOR DAVID MOSTYN
DISCUSSION	
<p>Gaming account—about \$10,000</p> <p>General account—about \$22,700</p> <p>Savings account—about \$32,000</p> <p>Thrifty's smile cards: \$420 raised so far for the 4/5 camp card Jeannine will talk to Thrifty's about the change in the camp plans to include trampoline world.</p> <p>Ideas to promote the Thrifty's fundraiser: To give out new cards to all grades, currently we only give to grade 4s and kindergarten parents. To hand out cards and promote them at the dance and other school events, send reminders, maybe teachers could promote them to the kids.</p> <p>Idea: Keep a float in the office safe.</p>	
COPACS	JEANNINE WAKELY
DISCUSSION	

The Copacs meeting was at Cordova Bay school—they showed off their new renovated space, the classes are open, with learning space in the middle.

Earthquake guy—Cory Maker, is the official parent on copacs dealing with earthquake preparedness. He gave a talk about being prepared. He might be willing to talk at a PAC meeting.

Anxiety presentation – It’s sold out. There may be others in the future.

Dr. Elder spoke about the new curriculum and how we are preparing kids for the new world, tech heavy world, there are concerns about balance between screen time and sensory time and outside time.

Budget Meeting – on the Feb 12th. Talked about possibly filming board meetings, but it would cost \$10,000. Right now the minutes are available on the district website.

Vancouver Island Parent Conference – Copacs is sponsoring 3 people to go to the conference. It’s an all day conference with many speakers. The theme is changing our view of education with individualized learning. See VIPC.ca for more information.

EVENTS COMMITTEE	TARRYN VANTREIGHT
DISCUSSION	

Spring Fair – There is no coordinator at this time... Nen Clark might consider being a co-coordinator but couldn’t be coordinator on the day of the fair. Jen and Laura to set up a spring fair meeting time and place as soon as possible. Idea: give kids the job of making spring fair posters and put them up themselves. Possibly give them an info sheet to paste onto the poster.

Family Dance-- \$90 below budget, DJ is booked, everything coming along nicely. Money to be donated to a Kelset family dealing with cancer. Family kept anonymous to avoid bringing unwanted attention to the kids at school. Idea: Treat the DJ and family to supper at the Kelset concession. Everyone thought that was a great idea.

FUNDRAISING REPORT	ZABRINA FIELDHOUSE
DISCUSSION	

Purdy’s – Booklets have been sent out, deadline is Feb 26th.

School Garage sale – on April 23rd. Gwen will coordinate. Ideas: Have a book sale, ask parents for book donations. Sell hot dogs and drinks, popcorn? Tables to be put up in the parking lot (field too muddy). Anyone can rent a table (not limited to school families). Number the tables, collect a \$50 deposit (to safeguard against people leaving their stuff at the school), write the table number on the cheque. If anything is left, try to get an organization to pick it up, or set out a free sign, donate it to charity, donate it to the spring fair for prizes.

NEW BUSINESS	
DISCUSSION	

Grade 4/5 camp – Conclusions from teacher/parent meeting and ideas for next year. Some parents felt strongly that the overnight camp tradition should

continue. Teachers decided against the overnight camp this year based on experiences from last year. Overnight camp is not ruled out altogether for the future, but for this year, the decision to do the day camp and the trip to the trampoline world is final.

Sara gave a summary of the ideas that parents came up with to replace the camp experience, including adding a short day-camp at the beginning of the year (in addition to a longer end of year day camp), more camp-like outdoor experiences during the year (archery, orienteering, wall-climbing, paddling, etc.) Currently the school does hikes to dean park, growing gardens, team-building games like capture the flag, outdoor storytelling, and outdoor sports through the enhanced PE programs.

Parents wanted to know if even more outdoor programs could fit into the curriculum, possibly parents could volunteer to help out and do some of the legwork. Examples: beef up the gardening program, replace some of the enhanced PE programs with camp-like activities such as archery, orienteering, etc, and to utilize our first nations connection to bring in more outdoor storytelling, guided nature hikes, drumming, art, etc.

Dr. Claire's visit – Laura on behalf of Marissa: Dr. Claire will be in the school April 4-8, April 11-14th. The parent information meeting will be on the 4th. Feedback was that the parent meeting was great last year, fun and informative, Dr. Claire would be excellent for middle school.

Meeting was adjourned at 8:38pm.

****NEXT MEETING IS ON March 9TH AT 6:30 IN THE MULTIPURPOSE ROOM****

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To give 4/5 classes a presentation on safety and social media.	Constable Phipps	
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To contact municipality regarding road safety around school.	Laura Veasey	
To design leaflet about road safety around school for kids/parents.	PAC	
To look into prices for bags for bottle drives.	Heather Fyfe	
To look into education for kids/parents about social media and safety/boundaries.	Cathy Crocket-Moore/Rae Dennett	
To contact Thrifty's about the change to the 4/5 camp with regards to the smile cards fundraising.	Jeannine Wakely	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
To get back to the PAC on a date for the wifi discussion/evening	Cathy Crocket-Moore/Rae Dennett	
To give a summary at the next PAC meeting on the Vision Forum	Molly Glesby	
To explore getting the Food Bank to present at an assembly so kids can understand where the food goes to and stories behind giving.	Lisa McConnell	
To organize the school garage sale.	Gwen McEwen	
To find the same of the guy who might come to discuss earthquake preparedness.	? Cathy?	
To look into fundraising idea of purchasing earthquake kits in bulk to give 15-20% back to school.	? Shannon Johnsen?	
To present at March PAC meeting on the new curriculum.	Ms. McManus	
To present at March meeting on literacy, reading recovery and	Mrs. Doehring	

assessments.		
To organize the first spring fair committee meeting.	Jen Langard and Laura Veasey	



KELSET Elementary School

PAC General Meeting Minutes

MARCH 9 2016		MULTIPURPOSE ROOM
ADMINISTRATION PRESENT	Cathy Crocket-Moore (Principal) Rae Dennett (Vice Principal)	
PAC EXECUTIVE PRESENT	Jen Langard, Laura Veasey (Co-Presidents) Marissa Bentham (Past President) Wendy Thompson (Vice President) Janice Putter (Secretary) David Mostyn (Treasurer) Zabrina Fieldhouse (Fundraising Chair) Tarryn Vantreight, Katy Hembruff (Events Committee) Gwen McEwen, Lesley Arnold, Jeannine Wakely , (Members at Large)	
OTHERS PRESENT	Meghan Judson, Lisa McConnell, Tonya Warren, Ms. McManus, Mrs. Shawna Doering	
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Call to order at 6:33pm.</div> <p>Introductions.</p> <p>Julie McManus gave a presentation on the new curriculum. Shawna Doering gave a presentation on literacy.</p>		
ADMINISTRATION REPORT	CATHY CROCKET-MOORE, RAE DENNETT	
DISCUSSION	<p>Kids Public Speaking Event — Very successful, all grade 4 and 5 students made a presentation in the classroom and 43 students presented in the gym in front of their peers and a panel of judges. They did a fantastic job.</p> <p>Swim Meet – 40 kids participated, the kids did really well.</p> <p>Basketball Jamboree – Kelset teams did very well.</p>	

Dr. Claire – She will be here April 4th to 14th to present her body science information to the school. A letter to parents is going out tomorrow, to give parents a chance to opt out. She will have a parent info night on April 4th in the gym at 6:30pm.

Constable George Phipps – He will give a presentation on social media and safety to grades 4 and 5 after spring break.

Report Cards – They will be going out this week, some classes will give them out after spring break.

PRESIDENT REPORT

JEN LANGARD, LAURA VEASEY

DISCUSSION

New PAC Executive for the year 2016/17 – By Acclamation:

Presidents – Jen Langard and Laura Veasey

Past Presidents – Sara Benson and Marissa Bentham

Vice President – vacant

Secretary – vacant

Treasurer – vacant

Fundraising Chair – Zabrina Fieldhouse

Copacs Rep -- Jeannine Wakely

First Nations Rep -- vacant

Fun Lunch Coordinators – vacant

Special Events Committee co-chairs – Tarryn Vantreight and Katie Hembruff

Members at Large – Gwen McEwen Heather Fyfe and Lesley Arnold

New positions: Need to be put into the constitution to make them official:

Earthquake Coordinator – Sonya Cox

Kelset Cares Coordinator – Lisa McConnell

Souper Staff Appreciation Day – On April 13th. Idea: 15 parents supervise playground so the staff can all eat together.

TREASURER

DAVID MOSTYN

DISCUSSION

Nothing to report

COPACS

JEANNINE WAKELY

DISCUSSION

Nothing to report

EVENTS COMMITTEE

TARRYN VANTREIGHT

DISCUSSION

Spring Fair -- Heather Fyfe may step forward to be the Spring Fair coordinator.

Movie Night – Send all movie ideas to Tarryn.

FUNDRAISING REPORT	ZABRINA FIELDHOUSE
DISCUSSION	
<p>School Garage sale – Scheduled for April 23rd. Gwen wondered if we should let outside vendors rent tables, wondering about legality. Laura will look into this. Rae will unlock the school doors at 6:30am. Bathrooms will not be available for public use—must use the ones at Panorama. 80 tables are ordered. Vehicles must be out of the parking lot by 8:00am and it will be coned off.</p>	
NEW BUSINESS	
DISCUSSION	
<p>Electronic Sign for in front of the school. – Need to find a solution. The current board is a safety hazard with the ladder or a health risk with the stick. Admin would like to find some solution, possibly set up an electronic sign.</p> <p>Programming course for kids – Gwen presented the idea for a programming course by Science Ventures for kids in the school, once per week after school. For grades 3-5. It would be at 3:00-4:00 on a Tues or Thurs. Start with offering to grade 5's first? This would cost \$1000.</p> <p>Lesley Arnold made a motion for the PAC to fund the after school computer programming course by Science Ventures for \$1000. David Mostyn seconded and the motion passed.</p> <p>Dance Club – Lesley and Marissa are running the dance club this year with Julie McManus. They would like to take the kids to Uvic for the school dance competition again this year. There are 53 kids in the camp this year. Would like to get more blue shirts and some black hats. Also they would like to take a bus. The bus would be \$200 for a return trip, and the shirts and hats would cost \$4.00 each. Julie wanted to know if she could use the unused \$1000 that was originally intended for the author visit towards the dance club. Consensus was that would be fine.</p> <p>Wendy Thompson made a motion for the PAC to fund \$600 for the bus and the costumes for the dance club. Tarryn Vantreight seconded and the motion passed.</p> <p>Track Meet -- Idea: Pac to fund buses to transport kids to the track meet this year. Everyone thought this was a great idea. Cathy will look into scheduling the buses.</p>	
Meeting was adjourned at 9:05pm.	
<p>**NEXT MEETING IS ON April 13th AT 6:30 IN THE MULTIPURPOSE ROOM**</p>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To give 4/5 classes a presentation on safety and social media.	Constable Phipps	
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To contact municipality regarding road safety around school.	Laura Veasey	
To design leaflet about road safety around school for kids/parents.	PAC	
To give a summary at the next PAC meeting on the Vision Forum	Molly Glesby	
To look into fundraising idea of purchasing earthquake kits in bulk to give 15-20% back to school.	? Shannon Johnsen?	
To contact Thrifty's about the change to the 4/5 camp with regards to the smile cards fundraising.	Jeannine Wakely	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
To get back to the PAC on a date for the wifi discussion/evening	Cathy Crocket-Moore/Rae Dennett	
To put the new positions: Earthquake Coordinator and Kelset Cares Coordinator into the constitution as official executive positions	Laura Veasey/Jen Langard	
To look into legality of outside vendors buying tables at our school garage sale.	Laura Veasey	
To schedule buses for the track meet.	Cathy Crocket-Moore	



KELSET Elementary School

PAC General Meeting Minutes

APRIL 13 2016		MULTIPURPOSE ROOM
----------------------	--	--------------------------

ADMINISTRATION PRESENT	Cathy Crocket-Moore (Principal) Rae Dennett (Vice Principal)
PAC EXECUTIVE PRESENT	Jen Langard, Laura Veasey (Co-Presidents) Sara Benson (Past President) Wendy Thompson (Vice President) Janice Putter (Secretary) David Mostyn (Treasurer) Zabrina Fieldhouse (Fundraising Chair) Tarryn Vantreight (Events Committee) Jeannine Wakely, Gwen McEwen, Molly Glesby (Members at Large)
OTHERS PRESENT	Meghan Judson, Ashley Sonosky, Heather Fyfe, Sonia Pablos-Cox

Call to order at 6:32pm.

Wendy Thompson made a motion to approve last month's minutes, Jeannine Wakely seconded and the motion passed.

Panorama Recreation Coordinator (Claire Erdem) was a guest at the meeting and asked the Pac and school administrators for feedback on programs/ promotion of programs, possible collaboration with Kelset school for programs run out of the school, transportation from Kelset to Panorama rec and new ideas.

ADMINISTRATION REPORT	CATHY CROCKET-MOORE, RAE DENNETT
------------------------------	---

DISCUSSION	
-------------------	--

Wifi meeting - needs to be rescheduled due to people unable to make the meeting.

Dr. Claire – Thanks to the PAC for funding this—kids are learning so much, and enjoyed the presentation—great comfort level with the scientific language, the

program has been delightful and well received. Would love to have her back next year. Everyone thought this was a great idea.

Souper Staff Appreciation Lunch—Thank you to everyone who contributed, the staff felt very appreciated and enjoyed it very much.

Internet Safety with Constable Phipps—will be presenting to the grade 4/5's at the end of the month.

Kindergarten orientation –on May 5th

First Intergeneration Meeting—kids were very polite with the seniors, good listeners, and the seniors had some interesting stories to tell. Enjoyed by all, and teachers are interested in continuing the program.

School Planning Day –Friday April 22nd—looking at goals, success, outside learning, first nations focus in the curriculum, literacy, belonging, connectedness, social responsibility.

Project 20/20 meetings –The school website has a link to a survey for input on school planning in the district for the next few years. There has been one meeting, and another is planned. Molly will give a summary after the second meeting, as she is the parent rep from our school attending at the meetings.

Dance Club –50 students will be going to Uvic for a dance competition on the 26th. The kids are loving it.

Artist in Residence –Starting Hip hop on the 20th for grades 2-5. Will be 4 weeks long, and a presentation for parents at the end. Next year artist in residence is scheduled for K-3 –may be hip hop again or something else. Admin very thankful for the Pacs money and support for these programs.

PRESIDENT REPORT	JEN LANGARD, LAURA VEASEY
DISCUSSION	

SD #63 2016/2017 Budget – Sara attended the meeting—They are getting desperate, losing millions again this year, district has to pass a balanced budget.

New PAC Executive for the year 2016/17 – By Acclamation:
Vice President – Gwen McEwen

Pac positions still to be filled: Need a Treasurer and Secretary for the Pac to function. Also still looking for Food Coordinators and First Nations rep.

Need to update the constitution – New positions to be added and the school planning committee to be taken out. Jen will send out an email to recruit a committee. Sara volunteered to help out with this.

Heather Fyfe volunteered to be a member at large. Will wait and see how the other positions are divided up as she has volunteered to be the spring fair coordinator.

Earthquake Preparedness – Sonia Cox --The supplies and other stored items need to be moved around for easier access to everything. Earthquake committee to help get it done?—Need to arrange a work party -- on May 9th tentatively. Admin could be there to open the school. Send out email to ask for volunteers. \$250 is currently budgeted for earthquake supplies. Need more funds to buy tables to do an earthquake mockup—this money could come out of gaming.

VICE PRESIDENT REPORT

WENDY THOMPSON

DISCUSSION

Monks is willing to work with us to make some changes to the process for next year, to simplify ordering school supplies.

TREASURER REPORT

DAVID MOSTYN

DISCUSSION

Savings account: \$31,958
 Gaming: about \$10,000
 There was a surprise bonus of \$700 for us -- extra gaming money was distributed.

EVENTS COMMITTEE

TARRYN VANTREIGHT

DISCUSSION

Spring Fair -- Heather Fyfe volunteered to be the Spring Fair Coordinator. She can't be there in the evening but can help set up during the day. Racquel Taylor has volunteered to help run the spring fair on the night of, and Molly Glesby will help out as well. Need Treasurer/ticket sales positions filled. Jen Langard and Ashley Sonosky would be happy to help out with the treasurer duties. Will be cash only for food this year to help keep track of where the money goes. Possible portable Atm machine to put on site. Royal Bank volunteered 3 of their staff members to help out with the fair—possibly help with the treasurer/money duties?? Possibly high school volunteers and maybe even middle school volunteers—Note: avoid middle school kids working with the very littlest kids as they are harder to manage. Possible photo booth. Still waiting on West jet tickets for the auction. May not get it this year in time... idea: we could have an oversized cheque for \$1000 instead.

Movie Night – proceeds to go towards Kelset Cares.

Grade 5 Farewell – Discussion about budget, do we need to add more to the budget or is \$500 enough? Not sure how much will be spent on the yearbooks, will wait and see before approving more money. Could possibly have parents pay for yearbooks. Admin offered to provide the cake for the event.

FUNDRAISING REPORT

**ZABRINA FIELDHOUSE/GWEN
MCEWEN**

DISCUSSION

School Garage sale – Gwen -- Scheduled for April 23rd. Only 15 tables have been ordered so far. Not planning on doing the food portion anymore. Need to send out another bulletin to say you can still get a table, it's not too late. There are 80 tables available.

Poppy photography – Zabrina - 2 people signed up.

Purdy's at Easter – made \$400

Fun Lunch – need volunteers for next fun lunch as Jodi and Lindsay can't make it that day.

Hotlunches.net -- an online ordering/pay option for fun lunch and other fundraising activities. This program makes it possible to take orders online and even allows people to pay online. Keating has been using it for all their fundraising events. They even set up a "Donate to Pac" option, which had a good response as well. Everyone thought this program was worth looking into.

NEW BUSINESS

DISCUSSION

Programming course for kids – (Gwen McEwen with the update) Uvic Science Ventures has been hired to teach computer programming after school. They are using the program Scratch. There are 22 spots available. The program will run for 8 weeks, once a week on Tuesdays. Will be offered to Grade 5's and, if there is still room, then offered to the grade 4's. Gwen and her husband will run the club next year.

Meeting was adjourned at 8:46pm.

****NEXT MEETING IS ON May 11th AT 6:30 IN THE MULTIPURPOSE ROOM****

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To give 4/5 classes a presentation on safety and social media.	Constable Phipps	
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To contact municipality regarding road safety around school.	Laura Veasey	
To design leaflet about road safety around school for kids/parents.	PAC	
To give a summary of the Vision Forum/ 20/20 meetings.	Molly Glesby	
To look into fundraising idea of purchasing earthquake kits in bulk to give 15-20% back to school. Shannon Johnson has info.	??	
To contact Thrifty's about the change to the 4/5 camp with regards to the smile cards fundraising.	Jeannine Wakely	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
To get back to the PAC on a date for the wifi discussion/evening	Cathy Crocket-Moore/Rae Dennett	
To send out info to form a committee to update the constitution with new executive positions.	Laura Veasey/Jen Langard	
To look into legality of outside vendors buying tables at our school garage sale.	Laura Veasey	
To schedule buses for the track meet.	Cathy Crocket-Moore	
To send out an email for volunteers to help organize the earthquake supplies (on May 9 th tentatively)	Laura Veasey/Jen Langard/ Sonia Cox	
Look into using hotlunches.net for future fundraising activities	??	



KELSET Elementary School

PAC General Meeting Minutes

MAY 11 2016		MULTIPURPOSE ROOM
ADMINISTRATION PRESENT	Cathy Crocket-Moore (Principal) Rae Dennett (Vice Principal)	
PAC EXECUTIVE PRESENT	Jen Langard, Laura Veasey (Co-Presidents) Sara Benson (Past President) Janice Putter (Secretary) David Mostyn (Treasurer) Zabrina Fieldhouse (Fundraising Chair) Jeannine Wakely, Gwen McEwen, Molly Glesby, Lesley Arnold (Members at Large)	
OTHERS PRESENT	Ashley Sonosky, Heather Fyfe, Nen Clark, Racquel Taylor, Nicole Nason, Lisa McConnell.	
<div style="border: 1px solid black; padding: 5px; display: inline-block;">Call to order at 6:30pm.</div>		
<p>Sara Benson made a motion to approve last month's minutes, Jeannine Wakely seconded and the motion passed.</p> <p>A public health nurse, Keeley, gave a short presentation on the new holistic model for combining education and health in the schools. Go to www.healthyschools.ca for more information. There will potentially be a committee of teachers and parents from Kelset to meet to discuss practical ways to improve health, mental, emotional, physical with regards to our school and the community. Possibly next year.</p>		
ADMINISTRATION REPORT	CATHY CROCKET-MOORE, RAE DENNETT	
DISCUSSION		
<p>Computer code camp by Uvic's Science Ventures– Big thank you to Gwen for setting this up. The kids are excited, and there has been so much interest that there is a waiting list.</p>		

Bike rodeo – For kids K-grade 2 It will be on May 20th, need some parent helpers, and possibly ask for donations of bikes as some kids don't have bikes.

Artist in residence – Kids are absolutely loving it! (Hiphop for grades 3-5)

Wifi Meeting – Tuesday May 31st at 6:30.

Camp – Letter going out for camp and trampoline park. \$105 per kid for both events combined. Possibly could be partially funded by Pac.

Class configurations for next year – Parent input regarding class placement can be handed in by filling out a form available at the office, and should be handed in by May 27th. Please do not put teachers' names on this form!

Fun Day – June 24th.

Intergenerational Project – Very enriching and enjoyable for both the kids and the seniors. May do this with other classes as well.

Literacy programs – Nicole has looked into literacy programs for the school. Superheros of victoria will be coming in on Jun 9th to read to kids K-grade 2, and to spend time on the playground with them.

Buses for track – Admin will look into it.

Health conference – Promoting children's health. May 27th, \$30 for the whole day, a team of teachers and possibly a few parents could go and report back. High quality speakers, Cathy will send more info to the Pac.

PRESIDENT REPORT	JEN LANGARD, LAURA VEASEY
DISCUSSION	

COPACS REPORT	JEANNINE WAKELY
DISCUSSION	

SD63 school board submitted that they need \$1,000,000 extra in order to submit a balanced budget. They suggested that this come from the \$700,000 in administrative savings and the \$300,000 they are being asked to pay for upgrades to the system. They were granted a meeting with the minister of education and were told that they need to present a balanced budget or an auditor will be appointed to make the cuts and balance the budget, and the school board would be billed \$100,000 to \$200,000 for this, along with the possibility that the trustees could be fired. Copacs is going to draft a letter to give parent support to the cause. The board will have another meeting to decide what to do.

Ideas: make a petition, write letters, share through facebook, go to the legislation building with banners at the end of the year. Do silly things to make money and get media attention, like a huge lemonade stand, rent out principals office for yoga class.

Sara Benson made a motion that the Pac president, Jen Langard should draft a letter to the Kelset community outlining our support of the board's decision and the reasons we support them.

Some other districts are not willing to support the board's decision, at least this year. Copacs will send out results of the latest board meeting.

TREASURER REPORT	
-------------------------	--

	DAVID MOSTYN
--	---------------------

DISCUSSION	
-------------------	--

Savings account: about \$31,900
Gaming: about \$10,000

Smile Cards: \$1000 since Feb, \$390 for general, \$370 for grade 5.

Movie Night proceeds: \$600 for food and \$320 for donations. (this is gross, not net profits) Net will go towards Kelset cares.

EVENTS COMMITTEE	
-------------------------	--

DISCUSSION	
-------------------	--

Spring Fair – Heather Fyfe – We don't have the Westjet raffle tickets this year. We need a prize.

Heather Fyfe made a motion to borrow \$1000 from the Pac for a cash prize for the spring fair. Sara Benson seconded, and the motion passed.

Spring fair budget: We need:

- \$700 for inflatables
- \$100 for additional games supplies
- \$600 for the photo booth
- \$200-250 for ticket printing
- \$100-150 for basket items and supplies.

Sara Benson made a motion to approve \$1750 for the spring fair budget, including \$250 for printing tickets, \$700 for inflatables, \$100 for additional games supplies, \$600 for the photo booth, \$100 for the basket items and supplies. Lesley Arnold seconded and the motion passed.

Sara Benson made a motion to approve \$700 for the food budget for the spring fair. Molly Glesby seconded and the motion passed.

Ideas: Teachers or class rep send out email for parents to volunteer for a particular game. Hard copy sent home. Send out a reminder about how much the pac funds.

Molly Glesby made a motion to sell our popcorn machine at the silent action, Laura Veasey seconded and the motion passed.

Grade 5 Farewell – Molly Glesby made a motion to ask parents to pay \$5 each for the yearbook, Jeannine Wakely seconded and the motion passed. Kelset Cares will cover the cost for kids that can't pay.

FUNDRAISING REPORT	ZABRINA FIELDHOUSE
DISCUSSION	

School Garage sale – Made \$435. It was an easy fundraiser, and busy. If we sold food next year we could potentially make a lot more money. Feedback was that people made back their \$20 table fee and more, and were happy with it.

Bottle Drive – Ideas to make more money: early drop-offs, find trailer? Send out the flyers to hand out to neighbours to collect more bottles. Volunteers drive around to collect bottles, change the time to after school, have it at panorama, get the word out that you can take your bottles to the depot and say it's for Kelset.

NEW BUSINESS	
DISCUSSION	

Ashley Sonosky is Pac Treasurer for the 2016/2017 year, by acclamation.

Heather Fyfe made a motion for the Pac to purchase a gift for Madame's retirement for \$100, Raquel Taylor seconded and the motion passed.

Idea: Grade 12's could visit Kelset and do a graduation walk through the school in their caps and gowns for the younger kids. This year is the first year that former Kelset students will be graduating from high school. Admin will look into it.

Meeting was adjourned at 8:49pm.

****NEXT MEETING IS ON June 15th at Ashley Sonosky's house, details TBA ****

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To look into continuing the parent/teacher discussion about fine arts in the school.	Cathy Crocket-Moore/Rae Dennett	
To contact municipality regarding road safety around school.	Laura Veasey	
To design leaflet about road safety around school for kids/parents.	PAC	
To give a summary of the Vision Forum/ 20/20 meetings.	Molly Glesby	
To look into fundraising idea of purchasing earthquake kits in bulk to give 15-20% back to school. Shannon Johnson has info.	??	
To contact Thrifty's about the change to the 4/5 camp with regards to the smile cards fundraising.	Jeannine Wakely	
To look into the safety and storage for pogo jumpers and scooter paddles.	Cathy Crocket-Moore/Rae Dennett	
To put up a list of the ipad apps that are being used in the school on the school website.	Cathy Crocket-Moore/Rae Dennett	
To draft a letter outlining our support of the school board's decision on the budget.	Jen Langard	
To send out info to form a committee to update the constitution with new executive positions.	Laura Veasey/Jen Langard	
To look into grade 12 grads doing a graduation walk through at kelset.	Cathy Crocket-Moore	
To schedule buses for the track meet.	Cathy Crocket-Moore	
To send out an email for volunteers to help organize the earthquake supplies (on May 9 th tentatively)	Laura Veasey/Jen Langard/ Sonia Cox	
Look into using hotlunches.net for future fundraising activities	??	

KELSET PAC 2016/17 Budget as at June 15, 2016

Classroom Allocations (\$300 per Division)	4,500	
Field Trips (\$100 per Division)	1,500	
Reflex Math	3,400	Thrifty Smile Cards (2000)
Grade 4/5 PE Enhancements	1,500	
Coach Release Time	1,000	
Environmental Programs (Lifecycles)	1,000	
Science Ventures	1,200	
Forgotten Lunch Program	500	
Outdoor Equipment (soccer balls, basketballs etc.)	500	
Library (author visit & nights of reading celebration)	1,000	
K-3 Visiting Scientists (Owl experts etc.)	2,000	
Superteacher Worksheet Subscription	300	
Artist in Residence (Art or Music)	2,500	
Greater Victoria Performing Arts Dance Festival Registration	250	
BCCPAC dues	75	
Fun Day	500	
September Meet & Greet	50	
Stationary	20	
Earthquake Kits	2,500	
Child Care for Meetings	400	
Dr. Claire Vason	3,500	
Movie Licence	375	
Total	28,570	

Note Changes from last year:

Classroom funds were increased by \$100/division

Intermediate camp will be addressed in Sept

Literacy enhancements were removed (as per Admin)

Dance festival was increased to include bus fees

Fun day was increased

Earthquake supplies was increased for this year alone

Thrifty Smile Cards (2000)