



KELSET Elementary School

PAC General Meeting Minutes

09 May 2018

		Present
ADMINISTRATION	Cathy Crocket-Moore	Principal <input checked="" type="checkbox"/>
	Leila Sinclair-Wise	Vice Principal <input type="checkbox"/>
	Krista Hale	Teacher Rep <input checked="" type="checkbox"/>
	Anne MacKinnon	Teacher Rep <input checked="" type="checkbox"/>
		Teacher Rep <input type="checkbox"/>
		Teacher Rep <input type="checkbox"/>
PAC EXECUTIVE	Zabrina Fieldhouse	Co-President <input checked="" type="checkbox"/>
	Meghan Judson	Co-President <input checked="" type="checkbox"/>
	Jennifer Langard	Past President <input type="checkbox"/>
	Laura Veasey	Past President / Communications Coordinator <input checked="" type="checkbox"/>
	Heather Fyfe	Vice President <input checked="" type="checkbox"/>
	Ashley Sonosky	Treasurer / COPACS Representative <input type="checkbox"/>
	Kyla Zachary	Secretary <input checked="" type="checkbox"/>
	Christina McCulloch	Fundraising Coordinator <input checked="" type="checkbox"/>
	Jessica Kwasnica-Rechsteiner	Fundraising Coordinator <input checked="" type="checkbox"/>
	Lindsay Trudeau	Food Coordinator <input type="checkbox"/>
	Katy Hembruff	Events Committee Coordinator <input checked="" type="checkbox"/>
	Tarryn Vanreight	Event Committee Coordinator <input type="checkbox"/>
	VACANT	First Nation Representative <input type="checkbox"/>
	Lesley Arnold	Member at Large <input type="checkbox"/>
	Shelaina Postings	Member at Large <input type="checkbox"/>
	Gwen McEwen	Member at Large <input checked="" type="checkbox"/>
	Kerri Porteous	Member at Large <input type="checkbox"/>
	Sarah Pendray	Growing Young Farmers Coordinator <input type="checkbox"/>
	Jeannine Wakely	Fun Lunch Coordinator <input checked="" type="checkbox"/>
	Lisa McConnell	KELSET Cares <input type="checkbox"/>
Michelle Squire	Earthquake Coordinator / Spring Fair Coordinator <input checked="" type="checkbox"/>	
Maeve Maddison	Earthquake Coordinator <input type="checkbox"/>	
OTHERS		



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Call to order at 6:31pm

We would like to acknowledge that we are on the traditional land of the WSANEC people. We are so thrilled to be able to live, learn, and work on this land!

Approval of last meetings minutes

Motion by Meghan Judson
Seconded by Zabrina Fieldhouse

ADMINISTRATION REPORT

Cathy Crocket-Moore, Leila Sinclair-Wise

- Variety Show - Tuesday May 15th (1 hour) afternoon & evening – special appearance at the afternoon performance
- Congratulations to Hip Hop Dancers that went to the gala and the Cross Country Runners
- 4/5 Alternate PE - Tennis & Lacrosse
- Dr. Claire does her last sessions tomorrow
- KG Orientation – Wednesday May 30th 12:45 – would be great to have a speaker from PAC
- Science Ventures May 18th, 25th & 28th
- ELL potluck tomorrow
- Grade 5 Farewell – June 20th
- Pauquachin Dinner & Blanket Ceremony - no parents have RSVP'd. Date has been changed from May 17th to May 30th. Discussion about how to contact people who will be invited (phone call, evite)
- Administration has nominated Pauquachin for a Partnership award and they have received it!!
- Staffing changes – Administration will know more after June 7th
- Panorama looking at grants to hire staff member to run some lunchtime activities
- Atom Ball – 2 courts for approximately \$4500. Some other schools are piggy-backing on the order which is reducing the costs
- Multiple Day – May 25th – friends dress alike
- Artist in Residence Teddy Anderson – week of June 11th – 15th. 2-3 sessions/class. Performance on June 15th in the afternoon
- Service Assembly – June 26th to include PAC and staff who are leaving. Teachers will recognize efforts of classroom volunteers. Office to recognize other volunteers

Jessica & Jeannine to speak at KG orientation

Cathy to speak with North Saanich
Cathy to ask Robin to purchase a gift

Cathy to arrange meeting with Jamie from Panorama – PAC representation needed



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<p><u>School Supplies</u></p> <ul style="list-style-type: none"> • Teachers are interested in a change to how/what school supplies are purchased • Teachers are currently using their own funds to purchase extras • Currently grade 4/5 school supplies cost about \$70 • For next year, \$30-35/student to go to teacher to purchase the supplies/brands/quality that they need in their classroom • Students could opt out and there would be a supply list • Students are welcome to buy and bring their own special items • Funds need to go through the PAC not the school or the district • Money to be collected in June for purchase in August • Students enrolling/leaving mid-year would have fees pro-rated • Some financial support from PAC would be needed for students that can't afford school supplies • Discussion around <ul style="list-style-type: none"> ○ increasing fee by \$5 to pool for classes that have more students unable to purchase supplies ○ option for parents to donate school supplies on Munch-a-Lunch ○ funding from KELSET Cares if needed • Students would not receive supplies back at the end of the year • Teachers would provide receipts twice a year to PAC to get their funds • Teachers will send out info to parents, and reminders to parents who haven't paid 	<p>Motion to ask for \$40/student to be paid to the PAC by Heather Fyfe Seconded by Jeannine Wakely</p> <p>Jeannine Wakely to be PAC liaison</p> <p>Info will be shared via:</p> <ul style="list-style-type: none"> • Info sheet created by Krista • Email from Leanne • Facebook post
<p><u>PRESIDENT REPORT</u> – Zabrina Fieldhouse, Meghan Judson Email regarding Sidney Lions Foodbank fundraiser – wanting students involved in Food Drive in September – helpers will get access to Pendray Corn Maze</p>	<p>Meghan to meet with the representative from the Lions Club to get more details</p>
<p><u>VICE PRESIDENT REPORT</u> – Heather Fyfe Nothing to report</p>	
<p><u>COPACS REPORT</u> – Ashley Sonosky No report</p>	
<p><u>TREASURER REPORT</u> – Ashley Sonosky No report</p>	
<p><u>Fundraising Report</u> – Christina McCulloch, Jessica Kwasnica-Rechsteiner</p> <ul style="list-style-type: none"> • \$495 raised through plant fundraiser for lunchtime activities 	<p>Laura to share fundraiser total on Facebook</p>
<p><u>Events Committee</u> – Tarryn Vantreight, Katy Hembruff No more events planned for the year</p>	



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<p>Fun Lunch – Jeannine Wakely Dessert options from CRAVE sampled at meeting</p>	
<p>Food Coordinator – Lindsay Trudeau No report</p>	
<p>First Nation Rep – VACANT No report</p>	
<p>KELSET Cares – Lisa McConnell No report</p>	
<p>Communications Coordinator – Laura Veasey Nothing to report</p>	
<p>Earthquake Coordinator – Michelle Squire, Maeve Maddison Supplies have arrived and are being moved into the Sea-can tonight Maeve is organizing the Sea-Can clean-out once the weather is better</p>	
<p>Spring Fair Coordinator – Michelle Squire In full-planning swing!! Raffle tickets and Spring Fair basket info have been sent out.</p>	<p>Cathy to confirm that all teachers what they need for raffle tickets and baskets</p>
<p>Safety Concerns</p>	
<p>Fruit & Veg Program – Jo Hall</p>	
<p>New Business</p> <ul style="list-style-type: none"> Grade 5 Farewell Budget: Gwen raised the idea again of getting simple decorations made (orcas as KELSET symbol) that can be reused every year to keep budget down. Welcome Pole - draft date for unveiling is in progress. Admin will confirm once they know. PAC executive finding it difficult not having financials at every meeting to understand what has been spent and what is left especially if Treasurer unable to join meeting 	<p>Motion for \$1000 (maximum budget) for Grade 5 Farewell by Zabrina Fieldhouse Seconded by Jeannine Wakely</p> <p>For PAC meetings, Treasurer to provide: current statement for each account and an account of budget vs spend is provided for every category/"bucket"</p>



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<ul style="list-style-type: none">• Date for June PAC Meeting• <u>2018/19 PAC Positions (see Appendix):</u><ul style="list-style-type: none">○ Jeannine offered to be Vice President for 2018/2019○ Heather Happy to do spring fair next year but wants an assistant who can learn the ropes for 2020○ PAC MEMBERS for 2018-2019 year were voted in by acclamation as per the word doc sent on executive.	Laura to send around a Doodle with potential dates Laura to advertise vacant positions on Facebook
Old Business	
Meeting was adjourned at 8:33. **NEXT MEETING date TBD	



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Appendix

KELSET PAC EXECUTIVE 2018-2019

Executive Positions per the PAC Constitution (Nov2013)

President (Critical) – Co-President: Meghan Judson *VACANCY - need another volunteer to help*

Vice-President – Jeannine Wakely

Treasurer (Critical) – Michelle Squire

Secretary (Critical) – Kyla Zachary

Fundraising Coordinator - Christina McCulloch, Jessica Kwasnica-Rechsteiner, and Mary-Ellen Lundgren (Purdy's only)

Communications Coordinator – Laura Veasey

Event Committee Coordinator - Katy Hembruff *VACANCY - need another volunteer to help*

COPACS Representative – *VACANT*

Food Coordinator – Lindsay Trudeau and Tiffany Brantley

First Nations Representative – *VACANT*

Members at Large – *VACANT*

Past-President – N/A (Meghan = President and Zabrina will have left school)

School Planning Council Representative – N/A

Other Executive Positions

Fun Lunch Coordinator – Claire Erdem (Tiffany Brantley to help as needed)

Spring Fair Coordinator – Heather Fyfe *VACANCY - need an assistant to learn the ropes for 2020!*

KELSET Cares – Lisa McConnell

Earthquake Coordinator – Maeve Maddison

Growing Young Farmers Program Coordinator – Sarah Pendray