

**KELSET PAC GENERAL MEETING AGENDA**  
**12 February 2020**  
**6:30pm to 8:00/8:30 pm**



**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!**

Guest Speaker	Rob Lumb, Director of Facilities - For playground	15-30 min
Administrator's Report - See 2 items in AOB for comment!	Cathy Crocket-Moore, Leila Sinclair-Wise	30 min
Executive Meeting	Meghan Judson, Marie Fish	30-45 min
Social	All	15 min

Executive Meeting		45-60 min
Topic	Responsibility	
Approval of last meeting's minutes	Motion Seconded By	
President's Report <ul style="list-style-type: none"> <li>- SD63 Childcare issues and School District decision making, see email below from Jason Reid</li> <li>- Playground – questions to Rob</li> <li>- Welcome Pole set for April 2020</li> <li>- Admin to confirm Kristen HALE as guest for future PAC MTG to discuss School Supplies</li> <li>- ADMIN confirmed Cst. Phipps as temporary School Liaison Officer, will invite him to an upcoming PAC MTG regarding Traffic issues at KELSET.</li> <li>- North Saanich councilors – meeting update</li> <li>- Grade 4/5 camp fundraising</li> <li>- COPACS social</li> </ul>	Meghan Judson, Marie Fish	

Vice President <ul style="list-style-type: none"> <li>- Class Reps, progress</li> <li>- See item 2 in AOB for comment re emergency lists</li> </ul>	Jessica Kwasnica-Rechsteiner
Treasurer	Michelle Squire
Fundraising Coordinators	Christina McCulloch, Simone Manchip
Communications Coordinator	Keira-Leigh Drake
Events Committee Coordinators <ul style="list-style-type: none"> <li>- KELSET Family Dance 5:30-7:30pm 21Feb</li> </ul>	Jessica Hopkins, Andrea Paget
Event Food Coordinator <ul style="list-style-type: none"> <li>- KELSET Family Dance 5:30-7:30pm 21Feb</li> </ul>	Heather Brass
COPACS Rep  Parent Education Night on Vaping, Feb 20th, 7-8:30pm at Bayside Middle School  Vancouver Island Parent Conference, Feb 29th 8:30am-4pm at Belmont Secondary School	Liz Keating
First Nations Rep	Tina Savea
Fun Lunch Coordinators	Claire Erdem, Jessica Kwasnica-Rechsteiner, Tiffany Brantley
KELSET Cares Coordinators  Email update: <ul style="list-style-type: none"> <li>- Food drive for lunches has been going really well so far this week.</li> <li>- Thursday is the last day. Sidney Food Bank will be picking up before 1pm that day.</li> </ul>	Kristin Schnurr, Andrea Mctavish
Spring Fair Coordinator <ul style="list-style-type: none"> <li>- Survey to be sent re fair ideas</li> </ul>	Szymon Szymczakowski
Playground Project Coordinator <ul style="list-style-type: none"> <li>- Need to form a Playground Committee</li> <li>- Grant writing</li> </ul>	Christine Davis
Grade 4/5 Coordinators (Camp and Farewell)	Nicole Nason, Tiffany Brantley
Earthquake Coordinator	Maeve Maddison

Lost & Found Coordinator	Terri Dobree
Fruit & Veg Coordinator	Jo Hall
<p>New Business</p> <p>Kristin Schnurr has two queries:</p> <p>1) There is a capped hole in the field that two children fell into last week - it was uncapped, possibly by older children not at Kelset and looked like a puddle. Very scary for both of them, they went in up to their waist. School said this has happened before, can we get a latch/lock put on this cap to prevent accidents/injuries in the future?</p> <p>2) Emergency plan - are these lists out to classrooms in the event of an emergency? Without these lists in place what is the emergency procedure should there be an event that closes the school and requires parent notification?</p>	All
Old Business	All
Motion to Adjourn	Meghan Judson, Marie Fish

Minutes taken by KELSET PAC Secretary: Laura Veasey

**From:** Jason Reid <[jreid@saanichschools.ca](mailto:jreid@saanichschools.ca)>

**Sent:** Wednesday, January 29, 2020 9:12:22 AM

**To:** Cathy Crocket-Moore <[ccrocketmoore@saanichschools.ca](mailto:ccrocketmoore@saanichschools.ca)>; Leila Sinclair-Wise <[lsinclairwise@saanichschools.ca](mailto:lsinclairwise@saanichschools.ca)>

**Subject:** RE: PAC meeting dates

Good morning Cathy and Leila,

At the COPACS meeting I reported: the reasons for the school having to reclaim space (restored contractual class size requirements and enrolment growth); impediments to adding childcare space on the property (slope and the entire playfield having restrictions on its use related to its ALR designation); and the reasons for not renewing leased space at Sansbury (health and safety risk and, in particular, the gymnasium being a high seismic risk).

I reported that we were engaged in discussions with Panorama recreation regarding possible expansion of their program at Greenglade. Last week I meet with Panorama staff (this was after the COPACS meeting) and they confirmed they will be adding a 3<sup>rd</sup> classroom at Greenglade to increase childcare capacity by 21 for Sept 2020. They have not historically provided "before school" care, but will plan to add one classroom (21 spaces) for "before school" care dependent on sorting out the transportation. We are currently looking at the transportation options to facilitate access by KELSET families - it does not work within existing routes but we are hopeful we can make something work. Panorama staff confirmed it is okay to communicate their plans to expand spaces for September 2020, and that registration will begin in April.

I reported that the district has applied for funding to expand childcare on the Sidney, Cordova Bay and Lochside sites. As Greenglade currently serves students from Sidney, this expansion (which we hope will be completed for the fall of 2020) would effectively open up further spaces at Greenglade (as we expect Sidney families would opt for childcare on the school site).

I'm happy to answer any further questions or meet as needed.

Jason

**JASON REID**

Secretary Treasurer, Saanich Schools

2125 Keating Cross Road, Saanichton, BC V8M 2A5

(W) 250.652.7304 (C) 250.589-6598

**From:** Cathy Crocket-Moore <[ccrocketmoore@saanichschools.ca](mailto:ccrocketmoore@saanichschools.ca)>

**Sent:** January 28, 2020 8:39 PM

**To:** Jason Reid <[jreid@saanichschools.ca](mailto:jreid@saanichschools.ca)>; Leila Sinclair-Wise <[lsinclairwise@saanichschools.ca](mailto:lsinclairwise@saanichschools.ca)>

**Subject:** Re: PAC meeting dates



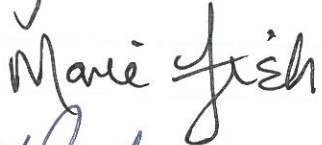



Hello Jason,

Our PAC President attended the COPACS meeting last month and heard you speak about before/after school care. Following the meeting, the president did not feel a meeting was necessary but wondered if you would be able to email the information that you shared at this meeting so we can pass it along at our next PAC meeting. If there happens to be any pressing questions, I will pass them along to you.

Thank you Jason,

Cathy

KELSET PAC MEETING 12 FEB 2020  
6:30pm.

<u>Name</u>	Signature
LAURA VEASEY	<u>L. veasey</u>
Christina McCulloch	Christina McCulloch
Simone Manchip	
Michelle Squire	
Neghan Judson	
Marië Fish	Marië fish
Keira Drake	
Andrea Paget	
Tina Savea	
Cathy Crockett-Moore	C Crockett-Moore
Leila Sinclair-Wise	Leila Wise



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		Present
<b>ADMINISTRATION</b>	Cathy Crocket-Moore	Principal <input checked="" type="checkbox"/>
	Leila Sinclair-Wise	Vice-Principal <input checked="" type="checkbox"/>
	Rob Lumb SD63	Guest Speaker <input checked="" type="checkbox"/>
		Teacher Rep / Parent <input type="checkbox"/>
<b>PAC EXECUTIVE</b>	Meghan Judson	President <input checked="" type="checkbox"/>
	Marie Fish	President <input checked="" type="checkbox"/>
	Jessica Kwasnica-Rechsteiner	Vice-President/Fun Lunch Coordinator <input type="checkbox"/>
	Michelle Squire	Treasurer <input checked="" type="checkbox"/>
	Laura Veasey	Secretary <input checked="" type="checkbox"/>
	Christina McCulloch	Fundraising Coordinator <input checked="" type="checkbox"/>
	Simone Manchip	Fundraising Coordinator <input checked="" type="checkbox"/>
	Keira Drake	Communications Coordinator <input checked="" type="checkbox"/>
	Jessica Hopkins	Events Committee Coordinator <input type="checkbox"/>
	Andrea Paget	Events Committee Coordinator <input checked="" type="checkbox"/>
	Heather Brass	Event Food Coordinator <input type="checkbox"/>
	Liz Keating	COPACS Representative <input type="checkbox"/>
	Tina Savea	First Nation Representative <input checked="" type="checkbox"/>
	Claire Erdem	Fun Lunch Coordinator <input type="checkbox"/>
	Tiffany Brantley	Fun Lunch Coordinator/Grade 4/5 <input type="checkbox"/>
	Kristin Schnurr	KELSET Cares <input type="checkbox"/>
	Andrea McTavish	KELSET Cares <input type="checkbox"/>
	Szymon Szymczakowski	Spring Fair Coordinator <input type="checkbox"/>
	Christine Davis	Playground Project Coordinator <input type="checkbox"/>
	Maeve Maddison	Earthquake Coordinator <input type="checkbox"/>
Nicole Nason	Grade 4/5 Coordinator <input type="checkbox"/>	
Katy Hembruff	Member at Large <input type="checkbox"/>	
Kara Shade	Member at Large <input type="checkbox"/>	
<b>OTHERS</b>		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

Call to order at 6:33 pm

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!



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<u>AGENDA ITEM</u>	<u>ACTION</u>
<p><b><u>Guest Speaker</u></b></p> <p><b><u>Rob Lumb, SD63 Facilities</u></b></p> <ul style="list-style-type: none"> <li>- First thing to do: what do we want? Break it into chunks, get a committee going, we definitely need to talk to the kids and reach out to company, e.g., Adam Walsh Habitat Playstructures, Karl Erskine Greenroots Play Equipment; styles and options are endless.</li> <li>- Structure: If you want to go big that's fine, build the structure bit by bit. Don't need a permit for a playground as not a permanent structure.</li> <li>- Accessible? If money comes from govt its expected to be "accessible" – this may even include woodchips in themselves as they compact and can take a wheelchair. Rubberized surface better (some people look to get rid of old tires). We were looking into accessibility for an actual play structure eg ramps etc.</li> <li>- Location: Rob can tell us where we can and can't build a playground. Its up to the school just make sure doesn't interfere with track and field. We are on ALR land, is that an issue? No it shouldn't be with this, portables should be OK also, more concerned about servicing. It should be OK if not a permanent structure.</li> <li>- Funding is last: typically through PAC fundraising but there are opportunities with government. They can hit half a million dollars very quickly. Need fallzones, cushioning etc. Let facilities overtake the bid and contract once you have the money together. Community volunteers only work if they commit to a schedule and have insurance.</li> <li>- Grants: Can we use the argument that grades have to share our playground recess time month on month off right now and have been for several years? Its not large enough or safe enough for everyone to have access at the same time. The suppliers know where to get grants from, all schools in BC. Rob said the installation companies will actually help you write the grants.</li> <li>- Install: do we need to factor cost of this? A company would usually include this in quote from company.</li> <li>- Current structure: would like to stay away from extra swings, people getting hurt and expensive. The young kids absolutely love it, but current structure serves all ages if it's a controlled environment.</li> </ul>	<p><b>ROB: district can fund and build aluminium goal posts and get them up there quickly, he will speak to Darren tomorrow (13<sup>th</sup>).</b></p> <p><b>Karl Erskine would like to meet next Thursday or Friday to go over what they can offer, Leila to send times to Meghan/Marie</b></p>



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- If we install a structure ourselves, we would fall to the bottom of the list for district help with more playground equipment. Rob to see where we are at on the list for new playground structures.
- Committee needed: Cathy and Leila to request K teacher, primary teacher and intermediate teacher on the committee. Theme every year to focus chunks of money on to get innovation into 3-4 areas every year?  
Cathy says in addition to a structure we need more for intermediate kids - we need more small restructures, eg basketball hoops (full size and mini ones), soccer goals, balls, nets, equipment.
- Committee meeting: Cathy asked if meetings could be after school to aid teacher attendance eg 4pm.
- Panorama offer – cannot staff a lunchtime program, they need to build it up with a program before and after and cannot make it work right now.
- Rob very surprised we don't have soccer goal posts already, usually have a few, he will look into it and should be paid for my District as this is a basic and cheap win. Kids are currently using sweaters and cones to make goal posts! And smaller basketball nets too, we can find some money to help if they can get them here. Rob said to add to school fundraising requests. Also the tether ball – need to search for a quality tether ball.

### **ADMINISTRATION REPORT**

Cathy Crocket-Moore, Leila Sinclair-Wise

- Welcome Pole Date: in April he will perform carving in foyer to finish pole off, 2 classes every Wed 9-10:30am, wife will come with artifacts to explain use and meaning. Ceremony end May/early June in gym including food (cake or cookies) and blessing. PAC attendance needed at planning meetings and would like a speaker on behalf of PAC for ceremony. They voted on frog vs orca and wished to bring community into our school. Likely to have media representation there also. Date for next PAC meeting.
- Arts Performance - grant for school. Milton Randal drummer has already been secured for April/May. He brings 100 African drums and comes from mainland, and takes groups of kids and teaches them to drum through words ("I eat the pizza"). April 28<sup>th</sup>-May 1<sup>st</sup> 4 days, 2 performances (each with 2-3 age levels) for parents. Kids will get 2-3 sessions in the 4-day period. \$3,200 total (\$3,424 with tax) \$700 in arts grant, so \$2,700 needs to be covered by school and PAC please. Is this part of our arts funding already set aside (\$2,000)? Yes, like an artist in residence. School will support half

**PLEA TO FAMILIES!**  
**Subscribe to forum emails, Facebook page, and school calendar too!**

**Action: Keira to alert parents to 05Jun2020 Pro-D Day**

**Action: Keira to communicate Grade 4/5 camp date!**





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\$1,362, can we do the rest? French teachers looking to get a Metis guitarist but they can cover that with money they have and district money. A little concerned about current budget as we may have a possible \$3000 deficit for FY19/20 if we get no more money from school supplies. Agreed to half the fund. \$1,362 each.

- Hip Hop Performances
  - o The Saanich Showcase is on April 22<sup>nd</sup> 9:30-1:30 for the "festival" portion. It will be held at Claremont this year.
  - o UVic Performing Arts Date either April 28<sup>th</sup>, 29<sup>th</sup> or 30<sup>th</sup>, TBC
- KELSET Variety Show coming on Thursday May 21<sup>st</sup> – afternoon and an evening show, Grades 3-5 and perhaps a special teacher or two! Kids will need to audition, practices are in gym at lunchtimes.
- KELSET Family Dance 21<sup>st</sup> Feb 5:30-7:30pm
- KELSET Club Day today! Kids are loving it. Mrs Manning had 40 kids and Ms Sinclair-Wise had 80 kids doing sacrifice in the gym! Fun games in the Nature Forest, teacher was sick so maybe next time. Next one is April 15<sup>th</sup>.
- Fun Lunch is phenomenal, team really have it organized.
- Teachers: what is working well, what needs improvement, what resources do we need to improve literacy? Will discuss April 27<sup>th</sup>
- Basketball jamboree 6<sup>th</sup> March 2020 afternoon.
- Swim Meet 11<sup>th</sup> March 2020, 12-3pm. Please encourage your child to attend! Volunteers form end Feb
- Speech language pathologist came in wrt slow-our-speech-down and allow more time for questions and answers to allow time for processing. Wait time 10 seconds. Can come to a PAC meeting.
- Reminder: Friday 29<sup>th</sup> May 2020, confirmed as Grade 4/5 camp day! ~7am to 7pm by school bus
- Reminder: Pro-D Day Friday 5<sup>th</sup> June 2020
- Reminder: Tsawout would like to host 8th April meeting at their community. Admin to organize and do agenda. Tina will help with meeting and gift idea.
- Sencothan teacher coming to get 8 sessions of Sencothan throughout the year.
- Kiss The Pig! Assembly on a Monday towards end of February, Tarryn to confirm the date
- PAC Calendar progress?
- Liaison Officer not expected for 4-6 weeks – Phipps filling the gap meanwhile re lockdown (PAC meeting, teachers), review road safety visuals.

Approval of last meetings (January) minutes

*08Jan2020 minutes*  
**Motion** by Meghan Judson



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	<p><b>Seconded</b> by Michelle Squire</p>
<p><b><u>PRESIDENT REPORT</u></b> – Meghan Judson</p> <ul style="list-style-type: none"> <li>- Marie and Meghan have spoken with council. Council just spent \$50,000 to increase road marking, signage etc at Deep Cove School so now is a good time to ask for more. We can talk to Engineering separately and directly as Council have already fixed Deep Cove, Deep Cove went to the media whereas we tried the ASRTS program and got some minor changes only.</li> <li>- Haro parking signage is likely not enforceable. What's our enrollment when it was built? Parking sign was done due to size maybe and now we have increased to cause more of a problem with congestion? Sidewalks and additional crosswalks to be proposed for school area.</li> <li>- Traffic has always been a consistent problem, and one crossing guard did get hit.</li> <li>- Update: Jason Reid 3 childcare closures on peninsula, Beacon Nature Club, now In The Garden (school and preschool age) and Montessori (preschool) have all closed recently. See email attached.</li> <li>- COPACS meeting – discussed KELSET Spring Fair – viewed as being successful. Talked about sharing games for the event, refurbish games or pool money between games so we spend less on renting games. Meghan to ask Szymon to email other schools to organize games inventory and enable this.</li> <li>- Inflatables are allowed but have to be open air – so Panorama slide OK, Laura Veasey to email Panorama re face painting and inflatables June 12<sup>th</sup>.</li> <li>- BCTF Strike Action plan has been released should they need to. If we had a strike over June we can't have the Spring Fair on school property. We need to review alternate locations if Spring Fair wouldn't be allowed on school property. Laura to ask Hannah re Greenglade but also look at other parks?</li> <li>- PAC via Presidents are looking into professional grant writers who are flexible in their commission, perhaps a % of successful grant application. A possible company is Troy Dunham's company, BLEND. Mtg with presidents/Admins and Troy in the coming weeks</li> </ul>	
<p><b><u>VICE PRESIDENT REPORT</u></b> – Jessica Kwasnica-Rechsteiner</p> <ul style="list-style-type: none"> <li>- No report, request FU via email re emergency lists</li> </ul>	



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<ul style="list-style-type: none"> <li>- Jessica needs to get documentation out re organizing next year's committee and volunteer positions, Laura to send the form out to Jessica and Keira</li> </ul>	
<p><b><u>TREASURER REPORT</u></b> – Michelle Squire</p> <ul style="list-style-type: none"> <li>- No motion needed for Arts Funding \$ for drummer as already approved \$2,000 budget.</li> <li>- North Saanich \$4,000 grant been applied for, waiting to hear if we have it for KELSET Cares</li> <li>- Right now we have made \$3,697, but if everyone submits receipts, we lose \$3,000 so will have to go into savings more. A huge deal if everyone applies now for their \$700.</li> <li>- Need to discuss with Krista Hale if we continue program at March meeting.</li> <li>- Ashley did not submit a Farm-to-School Canada Grant max \$10,000</li> </ul>	
<p><b><u>FUNDRAISING COORDINATORS</u></b> – Christina McCulloch, Simone Manchip</p> <ul style="list-style-type: none"> <li>- Thrifty's Smile Cards continue to not pay out, trying to get to the bottom of the issue. Feb 6<sup>th</sup> email from Thrifty's re KELSET PAC June 2019-June 2020 ??</li> <li>- \$7,000 goal we may not reach this year</li> <li>- School owed money for 7 poinsetta's</li> <li>- Happy hippo – Spring fundraiser coming</li> <li>- Other ideas: Hanging baskets, Purdys for Easter</li> <li>- Epicure fundraiser – meal kits are amazing, 40% profit - ongoing fundraiser to advertise monthly.</li> </ul>	<p><b>Action: Keira to alert families to Spring fundraisers: Purdy's chocolate, Happy Hippo, Hanging baskets</b></p>
<p><b><u>COMMUNICATIONS COORDINATOR</u></b> – Keira-Leigh Drake</p> <ul style="list-style-type: none"> <li>- No report</li> </ul>	
<p><b><u>EVENT COMMITTEE COORDINATORS</u></b> – Jessica Hopkins, Andrea Paget</p> <ul style="list-style-type: none"> <li>- Family Dance in KELSET Kindness Week, 21Feb 5:30-7:30 pm DJ Moises confirmed!</li> <li>- REALLY need a lot of help from volunteers, please remind KELSET families via Leanne and facebook</li> </ul>	<p><b>ACTION: Keira to put sign-up genius help on Facebook – plea to families!</b></p>
<p><b><u>EVENT FOOD COORDINATOR</u></b> – Heather Brass</p> <ul style="list-style-type: none"> <li>- No report</li> </ul>	



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<p><b><u>COPACS REP</u></b> – Liz Keating</p> <ul style="list-style-type: none"> <li>- Parent Education Night on Vaping, Feb 20th, 7-8:30pm at Bayside Middle School</li> <li>- Vancouver Island Parent Conference, Feb 29th 8:30am-4pm at Belmont Secondary School</li> </ul>	
<p><b><u>FIRST NATIONS REP</u></b> – Tina Savea</p> <ul style="list-style-type: none"> <li>- Welcome Pole date – see Admin Report</li> <li>- Cultural centre wish to move food to servery to make it accessible to all students at the school when needed.</li> </ul>	
<p><b><u>FUN LUNCH COORDINATORS</u></b> – Claire Erdem, Jessica Kwasnica-Rechsteiner, Tiffany Brantley</p> <ul style="list-style-type: none"> <li>- No report</li> </ul>	
<p><b><u>KELSET CARES COORDINATOR</u></b> – Kristin Schnurr, Andrea Mctavish</p> <ul style="list-style-type: none"> <li>- Food drive for lunches has been going really well so far this week.</li> <li>- Thursday is the last day. Sidney Food Bank will be picking up before 1pm that day.</li> </ul>	
<p><b><u>SPRING FAIR COORDINATOR</u></b> – Szymon Szymczakowski</p> <ul style="list-style-type: none"> <li>- Spring Fair Date confirmed as Friday June 12<sup>th</sup> 2020</li> <li>- Szymon to arrange meeting dates, committee members, survey and games</li> </ul>	
<p><b><u>PLAYGROUND PROJECT COORDINATOR</u></b> – Christine Davis</p> <ul style="list-style-type: none"> <li>- See Guest Speaker notes, no other notes</li> </ul>	<p><b>Grants and community Fundraising needed.</b></p>
<p><b><u>GRADE 4/5 COORDINATORS (CAMP AND FAREWELL)</u></b> – Nicole Nason, Tiffany Brantley</p> <ul style="list-style-type: none"> <li>- <b>***Grade 4/5 Camp Date confirmed as: 29 May 2019***</b></li> <li>- Delivery and Pick Up for cookie dough fundraiser, March 12<sup>th</sup> cookie dough fundraiser.</li> </ul>	



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<ul style="list-style-type: none"> <li>- Hoping to do the Friday 3<sup>rd</sup> April Movie Night 5:30pm, date run by Grade 4/5 families</li> <li>- Selling tables at Dean Park Garage Sale</li> <li>- Clothing fundraiser, personalize Grade 5 for their last year</li> </ul>	
<p><b><u>EARTHQUAKE COORDINATOR</u></b> – Maeve Maddison</p> <ul style="list-style-type: none"> <li>- No new report             <ul style="list-style-type: none"> <li>o The outstanding issue is only removing the items that we feel are old and irrelevant in the seacan, and although a great item to get done (and one that I will organize to get done this spring) it is not an urgent item. <i>Admin need to lead the date for clean-up, as facilities need to organize a dumpster to clean old stuff out. cannot do May pro-D day as it backs onto May long weekend .... Can we do a spring evening as its light?</i></li> </ul> </li> </ul>	<p><b>ACTION: ADMIN to organize earthquake supplies date with Maeve to remove old stuff from seacan into dumpster.</b></p>
<p><b><u>LOST &amp; FOUND COORDINATOR</u></b> – Terri Dobree</p> <ul style="list-style-type: none"> <li>- OVERFLOWING! PICK UP ITEMS OR THEY WILL BE DONATED!</li> </ul>	
<p><b><u>FRUIT &amp; VEG PROGRAM</u></b> – Jo Hall</p> <ul style="list-style-type: none"> <li>- No report</li> </ul>	
<p><b><u>New Business</u></b></p> <p>Kristin Schnurr has two queries:</p> <ul style="list-style-type: none"> <li>- 1) There is a capped hole in the field that two children fell into last week - it was uncapped, possibly by older children not at Kelset and looked like a puddle. Very scary for both of them, they went in up to their waist. School said this has happened before, can we get a latch/lock put on this cap to prevent accidents/injuries in the future?             <ul style="list-style-type: none"> <li>- Send item to Leila, Rob will have this actioned in the morning.</li> </ul> </li> <li>- 2) Emergency plan - are these lists out to classrooms in the event of an emergency? Without these lists in place what is the emergency procedure should there be an event that closes the school and requires parent notification?             <ul style="list-style-type: none"> <li>- All classes have reps now. Class reps have been asked to collect the red duotang, and these lists have been collected by reps and taken home. Class reps will call out in the event of an emergency.</li> </ul> </li> </ul>	<p><b>Action: Laura Veasey to email Leila re capped hole. Done.</b></p>



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<ul style="list-style-type: none"><li>- Epicure backpacks – Christina to circulate Epicure backpack leaflet to PAC and everyone to try and sell them, \$40 worth \$130!</li></ul>	
<p><b>Old Business</b></p> <p><b>Let's revisit:</b></p> <ul style="list-style-type: none"><li>- Set up Google documents area to detail PAC role/responsibilities, challenges, things that worked well, things that didn't etc... Events volunteers for sure finding transition difficult with little information and guidance to help them through the role.</li><li>- Survey Monkey for KELSET PAC has been set up should we need to access it</li></ul>	<p><b>Action Team Effort to add role/ responsibilities to google docs area to be set up (can someone offer their google account to do this or should we set up a new PAC gmail email and link it to that?)</b></p>
<p>Meeting was adjourned at 9:31 pm.</p>	
<p><b><u>**NEXT MEETING will be on 11 March 2020 at 6:30pm</u></b></p>	

**CONTACT:**

Facebook page (KELSET Elementary PAC): <https://www.facebook.com/%E1%B8%B0ELSET-Elementary-PAC-160145434052826/>

Email: [kelsetpac@hotmail.com](mailto:kelsetpac@hotmail.com)

## KELSET PAC Budget 2019-2020

Operating Account		
<u>Projected Revenue:</u>	Projection:	Actual:
Spring Fair	\$10,000.00	
Events	\$1,100.00	\$517.20
Fundraising Orders	\$7,000.00	\$823.94
Fun Lunch	\$3,000.00	\$1,561.35
Smile Cards	\$1,000.00	\$119.95
North Saanich Grant for KELSET Cares	\$4,000.00	
	<u>\$26,100.00</u>	<u>\$3,022.44</u>
<u>Expenses:</u>		
Classroom Funds	\$5,000.00	
Athletics	\$2,500.00	
Science	\$2,000.00	
Arts	\$2,000.00	
Reflex Math	\$5,551.64	\$5,551.64
PAC Operations	\$750.00	
Teacher Appreciation	\$500.00	
	<u>\$18,301.64</u>	<u>\$5,551.64</u>
<u>Special Projects:</u>		
School Supplies	\$2,100.00	(+3679.25)
Kelset Cares	\$4,750.00	\$613.27
	<u>\$6,850.00</u>	<u>\$613.27</u>
Total *	\$948.36	
* Balance at end of year (not including Savings)		

Bank Balance February 12 28684.95

Classroom Funds 250 x 20 Divisions  
 Kelset Cares \$4750 (Belonging now included in this amount, was \$750 last year)  
 Reflex Math \$5551.64 every 2 years.  
 Fieldtrips \$5000, 250x20

Gaming Account		
<u>Projected Revenue:</u>	Projection	Actual
Spring Fair	3000	
Gaming Grant	7980	7980
	<u>10980</u>	<u>7980</u>
<u>Expenses:</u>		
Field Trips	5000	
Camp Grade 4/5	6000	
Grade 5 Farewell	1500	
	<u>12500</u>	
Total *	500	
*Balance at end of year (not including savings)		

Bank Balance February 12 15910.46