

KELSET PAC GENERAL MEETING AGENDA
10 February 2021
6:30pm, Zoom Virtual Meeting



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

Guest Speaker	N/A	15-30 min
Administrator's Report	Cathy Crocket-Moore, Leila Sinclair-Wise	30 min
Executive Meeting	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	Marie Fish	
Vice-President	Meghan Judson, Jessica Kwasnica-Rechsteiner	
Treasurer	Michelle Squire	
Fundraising Coordinators	Christina McCulloch, Simone Manchip	
Communications Coordinator	Keira-Leigh Drake	
Events Committee Coordinators - Silent auction update - Bottle Drive: Sunday Jan 10 th : results!	Jessica Hopkins, Andrea Paget	

Executive Meeting		45-60 min
Topic	Responsibility	
Event Food Coordinator	Heather Brass	
COPACS Rep	Liz Keating	
First Nations Rep	Tina Savea	
Fun Lunch Coordinators	Claire Erdem, Tiffany Brantley, Christina McCulloch	
<p>KELSET Cares Coordinators</p> <p>We are all set for our Food Drive next week, in support of the school's forgotten lunch program and Sidney Food bank.</p> <p>We will be collecting donations in wagons set up outside the school at the beginning of the day from Feb 16-19th. Children donating will receive a heart from their classroom teacher for display in the front hall and library windows. Donations will go to the forgotten lunch program and also be distributed to classroom teachers for their distribution as needed to give students in need a healthy snack option.</p> <p>Sidney food bank will pick up their portion of the donations at the end of the week.</p>	Kristin Schnurr, Tina Lee	
Spring Fair Coordinator	Vacant	
Playground Committee Coordinator/Member	Meghan Judson	
Grade 4/5 Coordinators (Camp and Farewell)	Vacant	
Earthquake Coordinator	Steve Fish	
Lost & Found Coordinator	Terri Dobree	
Fruit & Veg Coordinator	Jo Hall	
New Business	All	
Old Business	All	
Motion to Adjourn	Marie Fish	

Minutes taken by KELSET PAC Secretary: Laura Veasey



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

		Present
ADMINISTRATION	Cathy Crocket-Moore	Principal <input checked="" type="checkbox"/>
	Leila Sinclair-Wise	Vice-Principal <input checked="" type="checkbox"/>
		Guest Speaker <input type="checkbox"/>
		Teacher Rep / Parent <input type="checkbox"/>
PAC EXECUTIVE	Marie Fish	President <input checked="" type="checkbox"/>
	Meghan Judson	Co Vice-President/Playground Committee Coordinator <input checked="" type="checkbox"/>
	Jessica Kwasnica-Rechsteiner	Co 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 checked="" type="checkbox"/>
	Andrea Paget	Events Committee Coordinator <input checked="" type="checkbox"/>
	Heather Brass	Event Food (Committee) Coordinator <input checked="" type="checkbox"/>
	Liz Keating	COPACS Representative <input checked="" type="checkbox"/>
	Tina Savea	First Nation Representative <input checked="" type="checkbox"/>
	Claire Erdem	Fun Lunch Coordinator <input type="checkbox"/>
	Christina McCulloch	Fun Lunch Coordinator <input checked="" type="checkbox"/>
	Tiffany Brantley	Fun Lunch Coordinator <input type="checkbox"/>
	Kristin Schnurr	KELSET Cares <input checked="" type="checkbox"/>
	Tina Lee	KELSET Cares <input checked="" type="checkbox"/>
	<Vacant>	Spring Fair Coordinator <input type="checkbox"/>
	Meghan Judson	Playground Committee Coordinator <input checked="" type="checkbox"/>
	<Vacant>	Playground Committee Member <input type="checkbox"/>
	<Vacant>	Playground Committee Member <input type="checkbox"/>
	Steve Fish	Earthquake Coordinator <input type="checkbox"/>
	Michelle Squire	Grade 4/5 Coordinator <input checked="" type="checkbox"/>
	<Vacant>	Grade 4/5 Team Member <input type="checkbox"/>
	<Vacant>	Grade 4/5 Team Member <input type="checkbox"/>
	Kristin Quayle	Member at Large <input type="checkbox"/>
	Cathy Watts	Member at Large <input type="checkbox"/>
Kara Shade	Member at Large <input type="checkbox"/>	
Ashley Sonoksy	Member at Large <input type="checkbox"/>	
OTHERS		Guest <input type="checkbox"/>
		<input type="checkbox"/>



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

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!

AGENDA ITEM

ACTION

Guest Speaker – N/A

ADMIN REPORT – Cathy Crocket-Moore, Leila Sinclair-Wise

- Kindness week, will have hearts displayed in hall
- Feb 17th random act of kindness day, admin will go into classroom and present to each class
- Feb 16th-24th Grade 4/5 announcements for suggesting random acts of kindness and kindness games will be distributed
- Feb 22nd – storytelling, kids will do visual on story
- Feb 24th Pink Shirt Day – promoting positive behaviour
- Canada Breakfast Drive \$2,600 donation to KELSET = \$2,250 for Thriftys gift cards, \$50 for toaster, \$300 incidentals. Also coupons for eggs.
- PLEASE DO NOT park in disabled spot or BC transit stop
- Transit bus stop – on hold due to traffic calming study
- Grassy area – work order been put in, further work needs to be done as someone’s Grandma had a fall last week
- KELSET PAC Food Drive – list of items is coming out tomorrow
- Funds for Grade 2/3 – Pamela Ens doing literacy work

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

Keira – remind people PLEASE DO NOT park in disabled spot or BC transit stop

Approval of last meetings (13Jan2021) minutes

13Jan2021 minutes
Motion by Heather Brass
Seconded by Michelle Squire

PRESIDENT REPORT – Marie Fish

- No report

VICE PRESIDENT REPORT – Meghan Judson, Jessica Kwasnica-Rechsteiner

- Class reps (Meghan and Admin): progress being made



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

<p><u>TREASURER REPORT</u> – Michelle Squire</p> <ul style="list-style-type: none"> - Operating: \$33,025.30 - Gaming: \$8,741.14 - \$3,250 Field trips e.g. pumpkin patch for example for COVID safe trips from gaming account - \$5,000 classroom funds from operating account - \$1,000 given to us from Deep Cove PAC, THANK YOU! - Additional money required for KELSET CARES that is being donated is replacing PAC donations to KELSET CARES (not school budget allocation) so we can use this to purchase more playground equipment etc 	<p>Keira to thank Deep Cove PAC and tag on facebook</p>
<p><u>FUNDRAISING COORDINATORS</u> – Christina McCulloch, Simone Manchip</p> <ul style="list-style-type: none"> - Purdy's \$1,713.60 profit, another \$171.36 received recently also! - Hanging baskets, herbs, veg coming - Donation bin for bottle depot coming - Purdy's for Easter planned - Spring bundle packages for Happy Hippo possible but code has expired! team to look into the issue - Childrens artwork cards – start in September - Mctavish Art Academy – kit fundraiser being looked in to - Need to promote Thrifty's - Need to promote Co-Op number 	<p>Keira to remind on families regularly what PAC donations are spent on e.g., Ipads, Literacy, Other projects to educate families on money spent</p>
<p><u>COMMUNICATIONS COORDINATOR</u> – Keira-Leigh Drake</p> <ul style="list-style-type: none"> - No report 	
<p><u>EVENT COMMITTEE COORDINATORS</u> – Jessica Hopkins, Andrea Paget, Heather Brass</p> <ul style="list-style-type: none"> - CONTACTLESS DRIVE-BY bottle drive: Made \$2303.84 ! - Silent auction (aim for after May long weekend): slow on donations this year, probably more product donated than gift certificates this year. Would like big ones, we have Eggs, Veggie Box for 6-8 weeks, maybe look into a hotel night package, Laura V to ask 10 acres if they will donate a gift voucher to restaurant and/or online market, possible we can get a ride to school or house in a police car or something – timing and day. 	
<p><u>EVENT FOOD COORDINATOR</u> – Heather Brass</p>	



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

<ul style="list-style-type: none">- No report as nothing going on 😞	
<p><u>COPACS REP</u> – Liz Keating</p> <ul style="list-style-type: none">- Annual parent involvement meeting March 11th, mental health day – keep up to date online- Earthquake kits – how are they coming and do COPACS need to help out. Steve emailed Ryan to ask about that. Facilities will not change the doors, water is getting in though ... so need to remove first 1/3 of goods or waterproof it.	
<p><u>FIRST NATIONS REP</u> – Tina Savea</p> <ul style="list-style-type: none">- No report- Team to keep an eye on Welcome Pole Plans and how we might be able to do a virtual ceremony- Grades 4/5 learning about Saanich moon and comparing it to western world	
<p><u>FUN LUNCH COORDINATORS</u> – Claire Erdem, Tiffany Brantley, Christina McCulloch</p> <ul style="list-style-type: none">- No report as nothing going on 😞	
<p><u>KELSET CARES COORDINATOR</u> – Kristin Schnurr, Tina Lee</p> <ul style="list-style-type: none">- We are all set for our KELSET Kindness Food Drive next week, in support of the school's forgotten lunch program and Sidney Food bank.- We will be collecting donations in wagons set up outside the school at the beginning of the day from Feb 16-19th. Children donating will receive a heart from their classroom teacher for display in the front hall and library windows. Donations will go to the forgotten lunch program and also be distributed to classroom teachers for their distribution as needed to give students in need a healthy snack option.- Sidney food bank will pick up their portion of the donations at the end of the week.- List of items will be sent out by end of week	
<p><u>SPRING FAIR COORDINATOR</u> – Vacant</p> <ul style="list-style-type: none">- A Spring Fair will not occur again due to COVID-19 😞	



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

<p><u>PLAYGROUND PROJECT COORDINATOR</u> – Meghan Judson</p> <ul style="list-style-type: none"> - Meghan met with Cathy and Rob. Confirm a size to set a budget. School plans – right now, swing set to be removed because of drainage however that will cluster everyone in one space still. 2 separate playgrounds were meant to be the goal PAC thought? - Swings are good for development, 1 EA required for each swing because a lot of safety challenges and not many kids can get on a swing set. When you look at new playgrounds though the trend is not traditional swings you can add other swing types but they look different. - Shall we look at a zipline instead perhaps? Yes! - A list of add-ons will be requested from providers and the kids will be asked to vote on their favourites - 5 budget providers will be approached - \$120,000 fully installed, structure and add ons and await bids. - Add Sponsorships for naturescape/playground structures/ideas: We can do other things meanwhile to make the playground more fun! Let's list some things (slide? Etc) that families will sponsor/donate to the school – add to the silent auction website. Family can do it alone or go in with other families/friends and a plaque be put on the item to honor their school donation - Grant writing: we can hire who we choose. Adam Walsh could help - Outside classroom has been previously proposed to school but not accepted as feasible, though other schools have them - Basketball hoops - pending - Soccer nets installed 	
<p><u>GRADE 4/5 COORDINATOR (CAMP AND FAREWELL)</u> – Michelle Squire</p> <ul style="list-style-type: none"> - Volunteers, ideally a Grade 4/5 parent, is needed to coordinate something special for the departing Grade 5's. A Grade 4/5 Camp cannot happen due to COVID-19 😞 – so we need someone with some super ideas to come forth and help us out! 	<p>Keira to request volunteers on facebook</p>
<p><u>EARTHQUAKE COORDINATOR</u> – Steve Fish</p> <ul style="list-style-type: none"> - No report 	
<p><u>LOST & FOUND COORDINATOR</u> – Terri Dobree</p> <ul style="list-style-type: none"> - No report 	



KELSET Elementary School

PAC General Meeting Minutes

10 February 2021

<p><u>FRUIT & VEG PROGRAM</u> – Jo Hall</p> <ul style="list-style-type: none"> - No report 	
<p><u>New Business</u></p> <ul style="list-style-type: none"> - None 	
<p><u>Old Business</u></p> <p>Let's revisit in New Year when events come back on:</p> <ul style="list-style-type: none"> - 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. - Ideas for virtual events for connection 	<p>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?)</p>
<p>Meeting was adjourned at 8:00 pm.</p>	
<p><u>**NEXT MEETING will be on 10 March 2021 at 6:30pm</u></p>	

CONTACT:

Facebook page (KELSET Elementary PAC): <https://www.facebook.com/KELSETPAC>

KELSET PAC website page: <https://kelset.sd63.bc.ca/course/view.php?id=66>

KELSET PAC Email: kelsetpac@hotmail.com

KELSET PAC Fundraising email for e-transfer: kelsetpacfundraising@gmail.com (password KELSET)