



WRPACS General Meeting Minutes

Date: September 21, 2023

Time: 6:30 PM

Location: Watson Road Elementary Library

Attendees:

Tasha Cowie
Art Bidlevskii
Cheryl Kuyvenhoven
Tanya Osborne
Nancy Schofield
Nicole Hoodicoff
Janet Williams
Michelle Ungaro
Christa Taylor
Tiffany Thesen-Yee
Melissa Martin
Ayron Sklapsky
Jassie Kakoschke
Tori Hayes

Virginia Park
Shawna Swayze
Chelsea Danek
Jennifer Stier
Jordana Aziz
Afton Bell
Sara Rea
Sabrina Chapman
Nowshaba Durrani
Branden Ritchie
Brittney Atkinson
Tiffany Thesen-Yee

1. Call meeting to order

Meeting called to order at 6:32 p.m. Nicole Hoodicoff delivered a land acknowledgement.

2. Agenda – Additions/Deletions or Adoption

- a. Cheryl noted item 10 should read executive and council positions.
- b. Motion: Nicole Hoodicoff; Seconded: Sabrina Chapman.
- c. Agenda adopted as amended.

3. Approval of minutes from previous general meeting

- a. Motion: Afton Bell; Seconded: Sabrina Chapman.
- b. Minutes adopted as presented.

4. Open Executive and Council positions

- a. Tiffany introduced the two roles that still need filling—Secretary and Volunteer Coordinator.

5. Administration Report (Janet Williams)

- a. Thank you to the PAC for working to support our community, as well as setting up the welcome station at the beginning of the year and helping with Kindergarten start up.
- b. The school has a staff of almost 70, and there are 620 students this year. There were 35 new students from Grades 1-6, and we have 73 new Kindergarten students.
- c. Communication is a priority. We try to send out a monthly newsletter, and send reminders about

things like photo day. I am also the one who updates the website. I also want to work with the PAC Communications Coordinator about sharing information on their Facebook page. If you would like to see information sent out, let me know.

- d. Crosswalk patrollers have been trained already, and there has been a Grade 6 volleyball meeting.
- e. The next school assemblies will focus on Phyllis Webstad and Terry Fox. The Indigenous Advocate has been visiting classrooms, talking about the orange heart. A Terry Fox run is scheduled for Sept. 29. Younger students will run around the field, while the intermediates will run the block around the school.
- f. Parent-teacher conferences next week.
- g. At the end of the month, we will have final enrollment numbers. The school budget is around \$4.7 million. School administration plans to present an overview of the budget at the October PAC meeting.
- h. Tiffany asked about agendas. Janet noted the school has little storage space, so the agenda company said they would store them over the summer. Unfortunately, that warehouse burned down. New agendas went back to the printer about a week ago.
- i. Janet also touched on the August wildfire, and noted there was an emergency meeting called and she had to remove all files from the building, as it was in the evacuation alert zone. A wildfire evacuation plan was also developed.

6. PAC Reports

a. President's Report (Tiffany Thesen-Yee)

- Thanks to the PAC executive and council for serving. We had our first executive meeting last week. It was a long one, with lots of questions and eagerness to get the year going.
- Tiffany shared thank you notes from last year's bursary recipients.

b. Treasurer's Report (Brittney Atkinson)

- June, July and August financials
 - Financial documents were presented and school community can access on the PAC webpage.
 - Motion to approve the June financials made by Nancy Schofield; Seconded by Nicole Hoodicoff.
 - Motion to approve the July financials made by Melissa Martin; Seconded by Sabrina Chapman.
 - Motion to approve the August financials made by Afton Bell; Seconded by Nancy Schofield.
 - All Financials adopted as presented.
- Approval of contributing up to \$500 to the Grade 6 mural project (Tiffany Thesen-Yee)
 - A pair of Grade 6 teachers requested funding for supplies to do a mural celebrating the Arrowleaf Balsam Root (smu'xa'an). Students would make presentations to classes around the school and teach them how to paint the plant. All students would be involved in painting the mural.
 - Motion to contribute up to \$500 toward the mural project made by Afton Bell, seconded by Jordana Aziz. Motion approved.

c. COPAC Report (Sabrina Chapman)

- COPAC will be sponsoring a presentation by Dan Duncan called Don't Calm Down, Mastering Emotional Outbursts on Oct. 17 online. Sabrina will send information to Janet for distribution.
- COPAC is asking for feedback about a new proposed school board policy that would limit the participation of full-time district employees on PAC executives.
- COPAC is looking to increase parent engagement. They are also gauging interest in bringing in Paul Davies to speak about Social Network safety.

- COPAC is working on building networks. For example, they are trying to bring together hot lunch coordinators in the district to share practices, collaborate.

7. PAC Activities

a. **October event** (Nancy Schofield)

- We are planning an indoor movie night on Oct. 26, starting at 6 p.m. We will need volunteers to help set up, monitor, serve concession and clean up.
- We are proposing a \$500 budget to put on the event--\$25 for the movie, \$75 for décor and glow sticks, and \$400 for concession. We would like to have more popcorn than we did for the outdoor movie night last year.
 - Motion to approve spending up to \$500 for the movie night made by Brittney Atkinson; Seconded by Sarah Rea. The motion was approved.
- Nancy noted we are looking for a family-friendly Halloween movie to show. A parent suggested the Hotel Transylvania series.
- We will be charging a small admission, payable in advance on Munchalunch, so we can also keep track of numbers.
 - We can fit up to 700 people in the gym. Janet noted the school has 300 chairs.
 - Tori's previous school had students bringing sleeping bags, wear pajamas. You could also pre-purchase a concession package. Nancy to look into that option.
 - Sarah noted last year there were issues with capacity at the dance. Will we be doing a family rate again? Cheryl confirmed we will not and will only be offering single admission to have accurate attendance numbers.

b. **Terry Fox Run** (Tiffany Thesen-Yee)

- A local orchard is donating apples for students to have as a snack after the Terry Fox run. Members of the PAC will be picking the apples this weekend.

c. **Halloween/Pumpkin Patch** (Tiffany Thesen-Yee)

- The PAC typically helps out with pumpkins for an annual pumpkin patch. We will discuss more at the October meeting.

d. **Hot lunch** (Christa Taylor/Michelle Ungaro)

- Hot lunch will begin Oct. 13, and there will be 9 hot lunch dates before Christmas. Vendors include Boston Pizza, Umi Sushi, Mucho Burrito, Wok Box, Wrap Zone and Boneyard Grilling Company. Prices did go up. We are having difficulty locating a pizza vendor, as Murray's Pizza doesn't have enough staff to do hot lunch at the moment. Jassie to provide a contact for Fresh Slice.
- We are awaiting nutritional information, and getting additional snacks lined up before opening up ordering. The Pringles, etc. in the kitchen can be used for movie night. Coordinators hope lunch ordering will go live in a week.

e. **Fundraisers** (Nicole Hoodicoff)

- If anyone has a fundraiser idea, let me know.
- Ongoing is Mabel's Labels.
- We have partnered with Basil Cooper for family photos. You should see information to sign up distributed soon. It costs \$25 for the photo shoot and includes a free 8x10. You may also order additional prints. Scheduled for Oct. 21 and Oct. 22 at Scenic Road Cidery.
- Fresh for You will be this fall, with two different produce bundles available to order. We would like to have the Grade 6 students help sort the bags, and in return, money from this fundraiser will support the mural project. We need to sell a minimum of 40 bundles. They deliver extra produce, which we donate to the food bank.
- A paint night for parents with Rustic Chalk is being planned for early December. Tentative date is Dec. 1.
- Later this fall, we will have the Purdys and Growing Smiles fundraisers.

- Tanya asked doing a magazine subscription fundraiser, as it seems like an easy one. Nicole will look into that.

8. Volunteer Needs

- a. Kiss & Ride (Shawna Swayze)
 - We have had lots of new volunteers this year. Ideally, we would have three per day. We need two for Fridays. If someone can do a different day, I can see about having volunteers switch days. Sara Rea volunteered to help on Fridays twice a month.

9. Call for Nominations for open Executive and Council positions

- a. There were no nominations for Secretary or Volunteer Coordinator. A request for nominations will be made at the October general meeting.

10. Election/Acclamation of open positions for 23/24

- a. Open positions were not filled.

11. Questions/Comments

- a. Tanya suggested we need to start discussing spring fair and the gift baskets. We should start the conversation at the beginning of the year, and assign a basket to each classroom. Tanya was in charge of games last year and we had families donate used toys, such as McDonalds toys, for prizes for the fair. It would be nice if we put the word out now, so it is not a mad scramble a month before the event.

Adjourn: 7:33 p.m.