

## Parent Advisory Council (PAC) Meeting

May 17<sup>th</sup>, 2023 – 7:00 pm Meeting Minutes

Meeting via zoom

### Parent Council Meeting

- 1) Call meeting to order: Susanne Moskal – meeting called to order at 7:03 pm
- 2) Attendance/Introductions – Amy Van Vliet, Emily Garrioch, Angela Doyle, Angie Boyd, Melissa Piche, Jenny Metz, Wendy Attrill, Alison Mabbott, Melanie Hays, Sara Phillips, Heather Thoms and Hiransh
- 3) Overview of Agenda - Susanne went through both agendas
- 4) Approval of the Minutes, as presented (OR as amended)
  - a) March 15<sup>th</sup>, 2023 – Angela Boyd accepted the minutes, Wendy Attrill 2<sup>nd</sup> the motion and all attendees were in favour of accepting the minutes – minutes accepted
- 5) Old Business: Susanne
  - a) Western Day – call out for volunteers
    - a. Additional pieces – princesses, dancing – Susanne shared that a call has been put out via email and social media to ask for volunteers for the event on June 2<sup>nd</sup> – 3 volunteers have come forward. PAC is looking for someone to run the event is Susanne is out of town. We can also use more volunteers. Susanne will go shopping for all the supplies (adding fruit and sausages). We will need volunteers to set up, serve, help the Batter Boys and clean up – 7:00 am – 10:00 am.
    - b. Amy offered to have staff help with prep and serving. She could also be the main contact and Mr. Smith could help with music.
    - c. Alison reached out to the Wheatland Whirlers. They will be attending to showcase a demonstration during the event – family will be invited to attend the Whirlers.
    - d. Angie Boyd will provide gluten free pancakes for the event (last year) – thank you
- 6) Principal's Report: Amy Van Vliet & Emily Garrioch
  - a) Amy shared that WES is having a busy May.
    - a. Swimming lessons are all done
    - b. Roots of Empathy is wrapping up
    - c. Grade 6's will be moving on
      - i. Celebration is June
      - ii. Surprise field trip
      - iii. Tour and BBQ at the junior high on June 15<sup>th</sup>
    - d. Lots of track meets at the school – it will be busy
      - i. May 17<sup>th</sup> – High School
      - ii. May 18<sup>th</sup> – Jr Jigh
      - iii. Mrs. Brown is planning a grade 4 – 6 meet – more details to come

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- e. Field trip forms are coming out
  - f. Grade 6's writing PAT's – written was today
    - i. All other dates on the calendar
  - g. Working on class lists, staffing and budget
  - h. Students will get a sneak peek of their new class on the last day
  - i. Report cards will continue to be digital
    - i. Lots of positive feedback with the digital copy
    - ii. If a parent wants a paper copy, please reach out to the teacher and one can be printing
  - j. Report cards will be emailed home on the last day of school
  - k. Discussed Wakapaw's Garden
    - i. An area that was set up by the Montessori in the past to grow some veggies
    - ii. 1C & 1/2B have taken over this year
    - iii. WES looking for some money to help with plants and upkeep
    - iv. Angie Boyd motioned that we add \$200 annually to the PAC budget to go towards Wakapaw's Garden and we give the school \$200 for 2022/23 year for the garden
      - 1. Alison 2<sup>nd</sup> the motion and all were in favour of giving \$200 to Wakapaw's garden – motion passed
- 7) New Business: Susanne
- a) Secretary and Treasurer role for next year
    - a. Susanne shared that we currently do not have a secretary as Courtney resigned from the role – Susanne has been taking minutes for the meetings
    - b. She also shared that this is Angie's final year – she has been in the role for 7 – 8 year
      - i. Both Susanne and Amy thanked her for all her time and efforts into the position – thanks again, Angie for everything!
- 8) Next Meeting: Fall TBA

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### The Society of WES Parent Council Meeting

- 1) Call Meeting to Order: Susanne
- 2) Attendance (same as above)
- 3) Overview of Agenda (reviewed with 1<sup>st</sup> agenda)
- 4) Hot Lunch Report: Angela
  - a) Angela shared that she felt that it was a good 1<sup>st</sup> year and that she will stay on for next year – went into discussion around the old business pieces
- 5) Financial Report: Treasurer - Angie
  - a) Angie shared that all the fundraiser money has been spent, as well as all the field trip money
  - b) There is still money earmarked for Western Day and National Peoples Indigenous Day
  - c) There is just over \$20,000 in the bank account
  - d) There is \$48,000 in the casino funds
  - e) This is Angie's final year – she will help the new PAC treasurer make a base budget, she will sign over all paper work and help with the annual returns and setting up the casino
  - f) Alison asked about the \$500 grant from the government for parent engagement
    - a. Angie and Amy shared about the rocks, paint and brushes that were purchased last year to help decorate Wakapaw's garden
    - b. Annually we will receive this money and need to look into whether we have received another \$500 this year
      - i. Attendees had a discussion around different ideas for this year
        1. Mental Health library
        2. Books for parents – social emotional
        3. Amy reminded attendees of the 4 pillars of WES: Leader in Me, STEAM, Montessori and Eco School
        4. Discussed the book, "Whole Brain Child"
          - a. Heather asked about a book club for staff on this
          - b. Amy mentioned staff had studied this book a few years ago
        5. Susanne put forward a motion to spend \$500 on books for a mental health library that parents to could access including the book, "Whole Brain Child"
          - a. Alison 2<sup>nd</sup> the motion and all were in favour of this motion – motin passed
  - g) Angie also shared that the prior treasurer (Andrea) had a \$200 computer that PAC purchased for her to use for the role with proper software, so she did not have to use her personal computer

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- a. This computer is outdated and will not update for use
  - b. Angie motioned that we spend \$500 – 600 on a new computer for the new treasurer and transfer the software
    - i. Melissa 2<sup>nd</sup> the motion and all attendees were in favour – motion passed
- 6) Fundraising Report – Melissa
- a) Melissa shared that next year will be her final year – anyone is welcome to take over or shadow her for the year
  - b) She is open to other fundraisers but the gift card fundraiser does have the best return
- 7) Old Business
- a) Lunch Box Program
    - a. Angela shared that she looked into this more – there are no vendors and there will be an increased cost, as well as more involvement from the staff and students
    - b. Susanne added this would be very tough for the school
    - c. Angela decided this item would be tabled and could come forward if we did not have a strong PAC program with our wonderful volunteers
  - b) A & W refund
    - a. Angela is purchasing ice cream for the school (all student and staff), as decided on per last meeting
    - b. She will purchase 355 (includes pre K) – including under 10 gluten free, under 10 dairy free and under 10 nut free – Amy shared these #'s should cover it – ice cream will be placed in the freezer for staff to access anytime between now and the end of the year (at the classes convience)
  - c) Volunteer Drive for Hot Lunch
    - a. Angela suggested that we try this in late August
    - b. However, she did gain one more volunteer for the remaining hot lunch days
    - c. Angela is very thankful for all the volunteers that have helped this year
      - i. Amy mentioned that in the past there was a volunteer tea but there will not be this year – the students are working through doing something creative for all the volunteers
      - ii. Please send a list of all the volunteers to her to recognize them
- 8) New Business
- a) AED (Sara and Emily)
    - a. Sara Phillips shared that WES doesn't have an AED and need one – staff is aging and could face cardiac arrest – ambulances are not always available and although fire can help, this is early access to assistance
    - b. Sara shared about one AED: Zole – this is good for adults and kids
      - i. It has magic pads, lock box and lasts for 5 years – there is also a stop the bleed kit (worth \$70.00) – this one costs \$2600.00 and a replacement battery is \$400.00

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- c. Emily shared about another style from Costco and discussed the school would like 2 AED's – 1 for the gym and 1 for the office
    - i. Sara mentioned the Costco brand is not the best for peditriacs – it is not all encompassing and lasts 4 years
  - d. Amy explained that this purchase would break down to about \$600/year and this is a good investment – the school will purchase one of the systems at \$3000
  - e. Sara also explained that the Zole tells you if you are completing CPR properly
  - f. Susanne asked if we could use money from casino funds
  - g. Angie mentioned she would have to look into it but should not be an issues
  - h. Susanne motioned that PAC purchase a Zole AED system for \$3000
    - i. Sara 2<sup>nd</sup> her motion and all were in favour – motion passed
- b) Casino fund purchases
- a. Amy shared that some of the technology need to be evergreened because it was outdated
  - b. Extra chrome books would be a great purchase – school still has carts so those would not need to be purchased – a chrome cart can hold 30 chrome books
  - c. Ipads are not as popular at the school and more classes use the chrome books
  - d. Spent about \$26,000 on chrome books last time PAC helped
  - e. Tabled item until the fall – no rush for the school, as it is the end of theyar
- c) Recognition of class reps (gift card or hot lunch reimbursement)
- a. Susanne shared a big thank you to all the executive and parent reps – so nice to have a meeting with more discussion and ideas
  - b. As part of the incentive, parents will be sent an email prior to the end of the year with a choice between a Sobeys gift card or hot lunch reimbursement for one child – please take the incentive 😊
- 9) Adjourn Meeting at 8:27 pm

