**Lord Baden Powell Parent Advisory Council Meeting**

**September 28th, 2021**

**Meeting Location: Virtual via Zoom**

**MINUTES**

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| **Item** | **Minutes** | **Lead** |
| Welcome  Call to order | Meeting called to order: 7:00pm | Lana & Hollie |
| Roundtable, Introductions |  |  |
| Approval of agenda Sept 28th, 2021 | Motion to approve agenda:  1st: Hollie Jones  2nd: Christine Quan | Lana |
| Approval of minutes May 18th, 2021 | Motion to approve minutes:  1st: Sergio Perez  2nd: Stacy Savident | Hollie |
| **Executive Reports** |  |  |
| Chair | **Who is the PAC**   * anyone who is a parent/guardian at LBP.   **What is the PAC**   * Organizes events, activities, fundraisers etc. * Supports new families in the education system. * Supports teachers and students.   **How it works**   * Monthly meetings to engage the parent community. * Connect with admin and teachers. * Learn from parents about what they want and what their questions are. * Listen to teacher’s priorities and work to meet their needs/wants. * Establish relationship between admin, teachers/staff and parents.   **Operation**   * Fundraising for the PAC’s general account through * Sales * Charitable fundraisers. * Donations from corporate, charity, parents etc. * Apply for gaming grants from the Ministry of Education ($20 per student each year).   **Goals for 2021-22**   * 2nd donation request from Legion #263. * Make LBP the best environment for learning and social development for the kids.   **Extra Info**   * PAC has a Facebook page. * Creates a monthly newsletter. * Posts the meeting minutes on the LBP website. * Terms of reference is posted on the LBP website. | Lana |
| Vice Chair | * Overview of the courtyard transformation project. * Teachers requested outdoor classroom in 2020. * Design drafted for the entire courtyard to be transformed over three years. * Year 1 – outdoor classroom (completed) * Year 2 – garden (next step) * Year 3 – water cycle (final step)   **Outdoor Classroom**   * Tables, white board and classroom supplies were purchased and in place before the end of the 2020-21 school year. Classes were immediately able to use the area. * The murals, designed and painted by Laura Johnson by Jeska Slater, were completed over the summer. * Includes the ʔəm̓i ce:p kʷətxʷiləm (You are welcomed) mural on the library wall which was designed by Jeska Slater. * Water cycle, eagle and the sun’s rays on the white board wall and the nature painting on the kindergarten wall.   **Next Steps for 2021-22**   * Develop and create the outdoor garden area * Source supplies * Implement installation   Question: Who drew the courtyard design?  Answer: Patsy Reis-Power (Lana’s neighbour)  Question: Is there cracking in the asphalt in the courtyard?  Answer: Yes, from weathering over time. Artist will have to work around it when painting the ground. | Hollie |
| Treasurer | See Treasurer Report  **May & June**   * Total ice cream sales = $1663.75 * Cost to PAC = $297.22. * Total profit = $1366.54 * 3 cheques to Laura Johnson (artist) $9633.33 total. Murals were within budget.   **Accounts**   * General, Gaming, School Cash Online and PAC GL   **General Account**   * Fundraising * Corporate donations * General purchases (ex: thank you gifts)   **Gaming Account**   * Apply to the Ministry of Education to receive $20/student each year. * Supposed to have near $0 at the beginning of each school year but COVID allowed us to take 2 years to spend the money instead of 1. * Intentionally kept approximately $1500 as a buffer in case we don’t get more money this year.   **School Cash Online**   * Online donations from parents/guardians   **PAC GL Account**   * Unsolicited cash donations to the PAC * LBP admin controls the accounts and PAC keeps track of the funds. * Will find out in October if we’ll get the Gaming Grant from the Ministry of Education. * Fundraising goal for 2021/22 is $12,000 (double last year’s goal). * Working on the goals chart. * PAC Account health chart (live chart) is regularly updated. * Donation to Indian Residential School Survivors Society will be $1687.50 From funds raised through Prolific Soul Orange Shirt Day t-shirt sales. | Christine |
| Secretary | * Minutes from May 2021 will be posted to the LBP website | Hollie (interim) |
| **Coordinator Reports** |  |  |
| DPAC Coordinator | Nothing to report – no meetings yet this year | Stacy |
| Hot Lunch | * Principal Fridge has cautiously given the green light to move forward with hot lunch   Question: will there be parent involvement or do we use the grade 5’s to distribute the lunches?  Answer: 2 or 3 parents allowed but no help from grade 5s.   * Use Munch-a-Lunch portal to view menu and pay for lunch. Takes care of a lot of stuff for the PAC like money. * Account is on hold because it wasn’t used last year. * Munch-a-Lunch allows parents/guardians to customize lunches but if it’s School Cash Online, it’s basic. * PAC makes the most money off the things we buy ourselves and don’t make much from the entrée. * Munch-a-Lunch takes it out of the Secretary’s hands and allows PAC to take care of it all vs using School Cash Online.   Motion for spending up to $336 on Munch-a-Lunch  1st: Christine Quan  2nd: Stacy Savident   * Test run in October then going forward try for at least 2 per month. * Lisa Clay offered to assist with distribution to her wing. * Dawn Smith suggested each class have hot lunch monitor(s) that would be in charge of distributing to their own class. | Stacy |
| Fundraising | **Domino’s Pizza Night**   * Made $265 for LBP * Can do this fundraiser anytime with minimal notice   **Suggestions**   * Lions Bay coffee - $5 a bag. Use for flash sale. * No Bear Wear this year as we did it twice last year. * Purdeys Chocolates sale twice this year, Christmas and Easter. * $12 yearbook – we take photos and submit them to a company that will create them for us. We’d have to do any write ups. * Question: How do we ensure that each child is properly represented? * Submit art from kids that the yearbook company would put on mugs for a flash sale.   Action: Put survey on Facebook to see if there’s an appetite for the mugs.   * LBP mask flash sale.   Action: Sergio to order masks in team colours and Prolific Soul will put the LBP logo on them. | Sergio |
| **Principal’s Report** | 1. Positive start- sense of Calmness    * Staff gets a great deal of the credit for continuing to execute the plans    * Appreciative and thankful for my department heads for helping with communication    * 8 New Staff      + Mr. Dramer- Music      + Ms. Kolec- Grade 1/2      + Ms. Leppart- Grade 1/2 (replacing Ms. Johns)      + Ms. Lochead Lafave- Student Services      + Ms. Murray- Student Services      + Ms. Rushton- Student Services      + Mr. Won- Tuesdays with Ms. Thibault      + Ms. Yun- Grade 3/4    * 13 Educational Assistants this year      + 2 new EAs: Ms. Kim & Ms. Vincent    * Focus this past month on Rituals/Routines- entry; hand sanitizing, lockers, etc.    * Terry Fox Run- over $1100 with a raise in the daily contributions    * Positive Domino’s night with limited notice to families 2. Play groups    * Just classrooms for now; blending of classes in the future; opening up with an A-E approach vs. A-Z    * Bells were not right until last week- we are on schedule now    * 4 zones for students to play but “grouped with their friends”; 3 classes or 4 in each play area 3. Enrolment    * 289 predicted in April/May    * 14 divisions- 303 students    * Sending families away in Kindergarten already 4. Upcoming Events    * Truth & Reconciliation “Orange Shirt Day” tomorrow    * No School Thursday- not in session    * Courtyard Transformation Gathering on Friday at 3:30    * Interim reports coming home on Oct 13    * Photo Day- Wednesday Oct 20      + Early Dismissal for P/T Conference (1:35) 5. House Teams    * Slight adjustment over the course of the year; transitioning away from previous team names but colours remain the same    * 6 Cedar Trees- Bears, Orca, Salmon, Wolf using the same colours     Question: Can we have crossing guards at Rochester and Walker?  Suggestion: Talk with Community Policing/ask for parent volunteers. | Daren |
| **Teachers Report** | Dawn Smith spoke with Lana but decided that she wouldn’t ask the teachers about this year’s priorities as the courtyard continues to be the main focus. | Department Heads |
| New Business | **Plaque for Indigenous mural**  Motion to spend $87.85 to Coronation Recognition  1st: Christine Quan  2nd: Sergio Perez  **Flowers for artists**  Motion to spend $60 for two bouquets of flowers for the artists  1st: Christine Quan  2nd: Hollie Jones  **Grad hoodies for grade 5s ($28.50 each)**  Motion to purchase sweatshirts for 6 grade 5 families in need  1st: Hollie Jones  2nd: Sergio Perez  **Tabled until next meeting**   * Sandwich boards * Grade 5 camp plan * PAC Secretary   Work on engaging the school community and having people attend PAC meetings. See if people are interested in going to an in person meeting rather than zoom.  Questions – none. | Lana |
| Meeting Adjourned | Meeting adjourned: 8:55pm | Lana |

