**Lord Baden Powell Parent Advisory Council Meeting**

**September 28th, 2021**

**Meeting Location: Virtual via Zoom**

**MINUTES**

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| **Item** | **Minutes** | **Lead** |
| WelcomeCall to order | Meeting called to order: 7:00pm | Lana & Hollie |
| Roundtable, Introductions |  |  |
| Approval of agenda Sept 28th, 2021 | Motion to approve agenda: 1st: Hollie Jones2nd: Christine Quan | Lana |
| Approval of minutes May 18th, 2021 | Motion to approve minutes:1st: Sergio Perez2nd: 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-Lunch1st: Christine Quan2nd: 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 Recognition1st: Christine Quan2nd: Sergio Perez**Flowers for artists**Motion to spend $60 for two bouquets of flowers for the artists1st: Christine Quan2nd: Hollie Jones**Grad hoodies for grade 5s ($28.50 each)**Motion to purchase sweatshirts for 6 grade 5 families in need1st: Hollie Jones2nd: 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 |

