

WESTWOOD PAC MEETING MINUTES

Monday, 14 January 2019 @ 7PM

PAC Executive Attendees:

Chair/President: Raquel Cooper

Vice-Chair: Darla Tinderland

Treasurer: Jenn Jarvis (**Absent**)

Past Chair: Tammy Ellis

DPAC Representative: Hadar Hamid (**Absent**)

Secretary: Wati Khalil

Co- Secretary: Vanessa Janusz (**Absent**)

Principal: Bryn Williams

Other Parent Attendees: Olesya Gagnon, Yung Le, Babyta Oliver

Meeting Commenced: 7.00PM

Meeting Adjourned: 8.25PM

Approving Dec 3 2018 meetings minutes - Approved

Approving 14 Jan 2019 Meeting agenda - Approved

Principal Report: Bryn Williams

- 15 Feb no school to replace 1st Jan statutory holiday
- Early French Immersion talk at Winslow on 14 Jan 2019
- Pre-trans for Grade 5; Late Montessori held at Scott Creek; Mandarin Program will be held at Walton on Wed 16 Jan
- The Library has changed: overall goal is to improve its furniture depending on the funds available. A request for PAC to fund the costs of furniture. There is an option to match PAC funds from District Funds. The idea is that the space changes based on the needs of the users.
- 2 additional Lego sets for Library approved.
- Principal Williams will coordinate a wish list of furniture and accessories for the library for PAC to ascertain use of PAC funds.
- STEM play sets also available at the library as this will be part of the focus of the library. List of additional STEM items will be sent to PAC.
- 14 Feb – Kindness Walk (e.g. clean up along the walk)
- 15 Mar – Leprechaun Walk
- Sometime in April 2019 to decide on the Spring Concert headed by Ms Rowe.
- Francophonie Concert is on 25 April.
- Maple Creek Hall may be used for the concert(s).
- The Audio Visual of the school equipment needs to be improved.
- Playground committee to be decided when to meet for First discussion. (TBA : 23 Jan)
- Lacrosse was awesome and the children enjoyed their sessions.
- Tennis is coming back on 4 Feb and ends on 12 Feb.
- BC Lions are coming on 5 Feb to talk about Recycling
- During Spring break all the Recycling bins will be removed from classrooms and common areas. Each class room will have 1 blue box and marked recyclables boxes will be allocated in the common areas. The compost bin will remain.
- New water fountain at school needs to be repositioned to prevent spillage when children are taking a drink
- Hyde Creek Basketball for Grade 4 & 5 on 26 Feb. Principal Williams to ask teachers if interested. Schedule is too tight for Feb.

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- Track Attack for Grade 4 & 5 in March before Spring Break.
- Movie night for 1 Mar. Bryn will check if screen is available.
- Fraser Health Eye & Ear screening on 1 Mar.
- Candy Buy back contest – Westwood won \$500
- How to spend the \$500 to acknowledge the school's (kid's) effort (e.g. Bricks for Kidz, Aquarium, Science Alive, money for each class, Dairy cows). PAC needs to cost these out before taking a vote on which to do.
- 22 Feb : Stay at Home be Safe Course conflicts with school calendar. \$40/student. 9am-3pm. Min age 9 years old and minimum participants is 12 & maximum is 30. PAC's goal is to have it for the students not to earn profit from this. The school will be opened in spite of closure for non-instructional day. Correspondence will go out to ascertain whether or not to conduct the course at Westwood based on number of responses.
- 1 Feb – Hot Dog Lunch is confirmed

PRESIDENT'S REPORT (Raquel, Chair and Darla, Vice Chair):

- Correspondence (Hyde Creek Basketball event – refer to Principal's update)
 - Playground Improvement Planning Committee –23 January (TBC)
- Fundraising Events:
- Epicure Selections Fundraising – Update Profit \$368 (14 orders). Easy to execute and for future purposes to market it better, perhaps earlier so that families can respond. Additional commission expected from Epicure Rep was not available, as samples went missing.
 - Music instruments – Recorders: Miss Rowe is on board for students to have their own recorder but parents need to purchase them for the children. She is currently sanitizing the ones that she has. So, recorders are approved just a matter of deciding when to do them. This is to be done on School Cash On Line with flyer for families who do not have access to Cash on line.
 - Family Movie Night – March 1st. Principal Williams will see if the screen is accessible before deciding if the Movie night is a go ahead. Movie to screen is "Wreck It Ralph". Snacks and drinks to be available. Need volunteers for set up, tear down and tidy up. This is community event not for fund raising.
 - Library – 2 boxes of Lego, Ikea tables and bins need to be cost out.
 - Candy Buy Back Contest – Westwood won. \$500 prize. How should prize be used? (see Principal's Update)
 - Pink Shirt Day (awareness against bullying) – Wednesday February 27, 2019. Pink Shirts being organized. Is cash on line an option? Students pay \$3; Parent / Sibling pay \$6. Email & Flyer to go out when all the information of the t-shirts is made available. Side activity for this day E.g. kindness tree to have it set up by 13 Feb.
 - Bake sale to be coordinated on the same day as Pink Shirt Day Wed 27 Feb. The money will pay for the t-shirts. Notices to be sent out 2 weeks in advance to commit to donating baked items to sell. Volunteers needed to sell items after school in the Gym. Need to book the gym. There will be a gluten free table of baked goods. Flyers to go out by 11 Feb.

VICE CHAIR: Darla

- School Emergency Kits needs to be updated. Principal Williams has the status of these kits. He will go over the list and Darla will have the supplies updated. The concern that the \$500 budgeted will not be sufficient to cover all the updated supplies. The goal is to standardize the kits for all the classes.

PAST CHAIR REPORT (Tammy, Past Chair):

- 2nd order of Westwood Spirit Wear: Notices to go out before mid Feb. Turn around will be about 3 to 4 weeks.

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- PAC sponsored skating night – spent \$551 for ice time, helmet & skate rentals. The actual costs are higher for hot choc & cookies. All the receipts from others who helped that night have yet to be received. The final cost will be under the \$1100 budgeted amount.
- End of year Concerts done by teachers are only done every 2 years; so PAC does the skating every second year.
- Before Spring break Tammy will send out a notice to get a pool of volunteers for Grade 5 year end events. The school will send out the notices in June.

TREASURER REPORT (Jennifer, Treasurer):- Absent from Meeting

- Account Balances: (from Dec Meeting)
 - Gaming =\$8741.90
 - Community=\$20 951.92
 - School A/C=\$4627.47
 - Total A/Cs = \$20 151.30

HOT LUNCH REPORT (Jennifer, Treasurer): Absent

- Hot Lunch February 1st – changed to hot dogs
- Hot Lunch March TBA
- Tentative Vegetable/Fruit Tray – January 16th or 17th to post-poned
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DPAC REPORT (Hadar, DPAC Rep): Absent

SECRETARY REPORT (Leelawati Khalil, Secretary and Vanessa Janusz, Co-Secretary):

**see correspondence note from President's Update

Coming up on the Calendar Jan & Feb 2019:

- January 10th - PoCo Lacrosse
- January 14th - February 1st – Gym Sense
- February 1st – Hot Lunch
- February 4th – PAC Meeting
- February 4th-12th – Tennis for Westwood
- February 14th – Valentine's Day
- February 15th – School not in session
- February 18th – BC Family Day – school closed
- February 22nd – Non-instructional Day – school closed
- February 22nd - On the Go First Aid Training-Stay home safe course
- February 27th– Pink Shirt Day / Bake Sale