

# WESTWOOD PAC MEETING MINUTES

Monday, 3 June 2019 @ 7PM

## **PAC Executive Attendees as Reflected:**

**Chair/President:** Raquel Cooper

**Vice – Chair:** Darla Tinderland (Absent)

**Treasurer:** Jenn Jarvis

**Past Chair:** Tammy Ellis

**DPAC Representative:** Hadar Hamid

**Secretary:** Wati Khalil

**Co- Secretary:** Vanessa Janusz

**Member at Large:** Sara Parvaneh

**Principal:** Bryn Williams

**Other Parent Attendees:** Olesya Gagnon, Claire Arkwright, Yung Le, Sara Di Gusto, Melissa Lowe

**Meeting Commenced:** 7.07PM

**Meeting Adjourned:** 9:00PM

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Approving May 6, 2019 meetings minutes - approved

Approving June 3, 2019 meeting agenda - approved

## **PRINCIPAL REPORT (Bryn Williams aka BW):**

- An amazing 3<sup>rd</sup> year for PAC in terms of organizing activities and supporting staff
- 2 new Teaching positions for French in K & G1.
- 6 classes to be built over summer 2019 and to be ready for Sept 2020 for operation
- Playground is still in progress, Basketball to be replaced and other items to be started over summer 2019
- Activity Day's theme is Space. We have a rain or shine plan. Staff is requesting for small sized freezies. They also request for a station to be set up for this so that the kids can get the freezies. No parents allowed to eat in the classroom with their children. After lunch there will be stations for activities for the students to wonder around and participate. Maple Creek students (appx 20) will be over to help. PAC to help with providing lunch for the helpers and snacks for volunteers.
- BW to come back to us about the group of the teams by email.
- The teachers are going towards 110 mins prep time. It will be broken up in 35:35:40
- Teachers will be in the classroom for a supervised lunch starting Sep 2019.
- First bell will be at 8.55am & last bell will be 9.00am. This will make up to a total of 293 mins. This will be effective from Sep 2019. Email will be sent out about this to parents at the end June
- Instructional eating time will be rolled out by most schools in SD43.
- About 60 bikes/ scooters during Bike Week
- Jenn will send out a survey about Bike Week.
- Friday 25 Oct 2019 is Pro D day, but Halloween Dance will still go ahead as scheduled.
- If PAC wants to have an event after school, need to inform BW ahead of time so that he can inform rentals to block of that date for other potential rentals.

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## **PRESIDENT'S REPORT (Chair: Raquel & Vice Chair: Darla)**

- Correspondence :
- PAC Meetings for 2019/20 – first Monday each month for the next year school year starting Sep 2019 at 6.30pm
- PAC meeting in tentatively 13 or 14 August 2019 (TBC nearer the time)
- Body Science – G4 & G5 more in attendance compared to K to G3. Need decide how often to have it. Possibility to have it during the day. There is a concern for parents if they are not able to attend with their students when held during school time. PAC to set aside for this in the budget.
- Welcome to K event for parents to take place within the first two weeks of September
- Activity Day Concession. More volunteers needed for Concession
- Events that need to be planned for September/October
  - Tentative: Back to School Event i.e.) Keva Plank night, wild education, movie night, dog safety session
  - Terry Fox Run – PAC to supply beverages
  - Parent donation notice
  - Recorders to be ordered earlier in the year
  - Walking to school week event to be considered to encourage less driving in the community. Possibility of getting a bike rack for free (Cost of a bike rack is about \$5000). This option should be presented
  - Halloween Dance – Friday October 25<sup>th</sup>; week before Halloween. School will be closed but PAC can still hold the event. (to be included on school magnet)
  - Spirit Wear / Grade 5 wear to be ordered in by the end of September (about 5 weeks)
  - Form a Grade 5 committee in Sep 2019. BW will email to G5 parents about the committee, then the parents can sign up to be a part of the committee. From then. PAC parents play more of the support role and the teachers are more the driving force. For next year, the possibility of considering something different what has been done in previous Grade 5 years.
  - Personal Art Fundraiser (earlier planning- preferably end of Oct)
  - To ask for donations in Oct and run it right through to Nov/ Dec
  - Playground needs to improve as a possible for a project for 2019/2020. (e.g. using recycled tyres instead of mulch)

## **PAST CHAIR REPORT (Tammy)**

- Grade 5 leaving Field Trip and Ceremony update. There will a meeting on Wed 5 June.
- Parents are open to attend to learn about organizing the event. Volunteers to arrive at the gym right after school on 27<sup>th</sup> June to put together whatever that was not put up the day before. And then duration of the event till about 5pm

## **TREASURER REPORT (Jennifer)**

- Not many changes from last year. Include Selima Moon, Odyssey & Bike Week initiatives. There will be 12 classes next year. As this year the teachers did not utilize the school bus funds, so instead it will be a set amount for out of class activities so that they may have more flexibility in utilizing the funds.
- \$2000 for Arts & Music (2018/19) Next year it will be \$2000 for each Arts, Music & Sports. To put PAC events in a general allocation instead of setting an amount for each event (e.g. Selima Moon, Odyssey...etc.)

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- To consider Parents Education Talks as a PAC event. (about \$3000 for the year)
- 2019/20 Budget was voted in unanimously. Please bring in any ideas we have over the summer to the Aug / Sep 2019

### **HOT LUNCH REPORT (Treasurer: Jennifer)**

- Activity Day Lunch: Recess to hand out Freezies and Water Melon, Hot lunch of burgers / hot dog to be eaten in classroom.

### **DPAC REP REPORT (Hadar)**

- DPAC Report: Let's Talk Science from SFU perhaps teachers would like to consider for their classroom G3-G5.
- Odyssey Ms. Rowe is the main trainer for Westwood. \$150 is the membership.

### **SECRETARIES REPORT (Leelawati Khalil & Vanessa Janusz)**

- \*\*see correspondence note from President's Update

### **Coming up on the Calendar June 2019:**

June 5<sup>th</sup> – Staff Appreciation Lunch  
June 14<sup>th</sup> – Activity Day  
June 18<sup>th</sup> – Concert (Rehearsal during day) 1.15pm  
June 19<sup>th</sup> – Spring Concert -1.30pm  
June 20<sup>th</sup> – Aquavan at Westwood  
June 24<sup>th</sup> – Grade 5 Cultus Lake  
June 24<sup>th</sup> – Activity for students not going to Cultus Lake (TBC)  
June 26<sup>th</sup> – Grade 5 Leaving Ceremony  
June 27<sup>th</sup> – Last day of school (early dismissal)  
June 28<sup>th</sup> – Administrative Day (for teachers only)