



Dorothea Walker Elementary School
Minutes of PAC General Meeting,
November 13, 2019
Meeting Commenced at 6:00pm

Attendees:

DWE PAC Members: Simon Adams, Kyla Van Eck, Steve Walker, Renee Woolley, Andrea Van Niekerk, Kendra Penrose, Jen Widner, Jennifer Huber, Stephanie Harland, Trudi Trask

Parent Participants: Diane McLean, Nick Van Eck, Elanda Baumgartner, Martha Sirdevan

DWE Administration & Speakers: Sue Bergen, Raelyn Larmet

Meeting Chaired by DWE PAC President, Simon Adams

1. Call to Order, Welcome & Approve previous meeting minutes

- Motion: To approve DWE PAC General Meeting Minutes from October 23rd, 2019. Moved by Steve Walker, Seconded by Jennifer Huber.

2. Administration Update

2.1. Budget section #1: Wish List and Ongoing Commitments. Presentations by Principal Sue Bergen and teachers Ashley Watson & Parvina Panghali

- There is a strong alignment amongst the teachers for the type of request they have. Administration – “[We] all want this, let’s put in one request”. Team of teachers want to work together to put together a provocation supplies inventory, which all teachers would be able to access. Provocation supplies is working toward an “inquiry model of instruction”. Mme Stacey Lea producing list of items to be used as provocation supplies such as natural materials (rock & mineral collection), loose parts that can be used to create stories or other creations.
- Music teacher Paula Ziebert requesting rolling carts for instruments
- Related Note: DWE has volunteered to present a site based presentation to School District. Board members, and Deputy Superintendent to attend. Select members of PAC executive will be invited. Details to come on DWE website.
- Jennifer Huber asked what PAC can do to assist Administration in pushing request up for teachers to have sufficient budget to be able to purchase necessary items. It was resolved to top the \$9,280 up to the previously allocated \$10,000 and add line #8 Miscellaneous supplies up to a value of \$720.00.
- Simon explained for those that were new in the room, that PAC has an objective to fundraise and allocate the funds as per follows:
 - 25% (\$10,000) to administration wish list items

- 25% (\$10,000) to student community items
- 50% (\$20,000) to a big picture item (playground)
- Any funds raised in excess of \$40,000/year to be directed to the big picture goal.

2.2. Budget section #2: Funding - DWE Learning Plan

- Classrooms are provided to teachers with a minimum of storage furnishings. Much of the shelving and storage you see in classrooms have been provided by teachers, often using their own money. While some of this equipment was purchased second hand for very little, much of it is poor quality, unstable, and not able to be repaired by SD maintenance staff.
- Tables that are safe and secure are requested. Would be supplied by a Vancouver Island manufacturer that utilizes natural materials and sustainable production practices. Average \$800/table.
- Examples provided in the classroom where meeting was held.
- Similarly constructed shelf units with castors, and benches also requested as part of this budget request section.

2.3. Budget section #3: Funding - Big Projects (Playground Equipment)

- As per attached Details in update from Playground Committee

2.4. Adoption of budget

- Motion: "Accept budget proposal as presented by Sue Bergen with amendment to add to section #1, item #8 - Miscellaneous Items for \$720". Jennifer Huber moved, Stephanie Harland seconded. Unanimously voted in favour. Budget proposal attached.

3. Financial Update (Renee Woolley)

- Review and adoption of Financial Update deferred to the November 27 meeting.

4. Coordinator Updates

4.1. PAC Holiday Event (Steph Harland and Kyla Van Eck)

- December 13. To be complete by 7:30pm.
- Looking for piano player. Sue recommended seeking one of the piano playing students. Music teacher could assist in recruiting.

- Jennifer Huber supplying original Grinch DVD that will be played in the gym.
- Colour contest in music room, dependent upon approval to use music room. Steph to confirm.
- Pancakes, fruit, whipped cream, hot chocolate, juice boxes.
- Steph writing request letter to Costco and felt confident that she will secure some free supplies.

4.2. Hot Lunch (Trudi Trask)

- Still need a few more volunteers, but getting by.
- Parents are encouraged to remember to cancel their Hot Lunch orders prior to cutoff deadlines if their children will be away on field trips.
- Pizza hot lunch is a bit easier, so have been squeaking by with 4 volunteers. Has a volunteer deficit worse than Wednesday time slot.

4.3. COPAC (Andrea Van Niekerk)

- School District communicated that PAC's should assist SD's by lobbying government so schools are not underfunded.
- School District decides budget for bussing. There is no government requirement or involvement in terms of bus funding minimums.
- Dec 3 public meeting to be held at Canyon Falls Elementary, which will include transportation.
- Even if students don't take the bus, parents should still take interest in these issues. Including the perspective that french immersion is elective. Note: \$45/month is cost for parents to put their child on City bus to get to school.
- Survey results from the SD survey will be posted on the website Dec 2. Survey respondents were put between a rock and a hard place.

4.4. FFN (Jen Widner)

- Jen feels she is in a pretty good spot, due to extent of planning last year.
- Exploring opportunities that Kyla had, but was not able to capitalize on last year.
- Kyla Van Eck managing the requests for silent auction items. Jennifer Huber recommended approaching Big White right away, as now is their time to offer prizes.
- Trudi asked if a budget line item was required to pre-pay for services related to FFN. Renee and Kyla felt that invoices only arrived after ticket sales were in the account.

4.5. Playground (Kyla Van Eck and Sue Bergen)

- Survey going out to parent community to see what is desired for playground equipment.
- Looking into grant opportunities. Rick Hansen, Canada Post, and others have grants that are well aimed to this type of initiative
- Play based learning is key goal. Taking vision of teaching to the playground.
- 200 students were surveyed last year through the school. Data is available.
- Need to ensure what we get meets the broadest spectrum of wants/needs, including accessible to all. Kindergarten to Grade 6 should all enjoy it.
- Sue Bergen connected with Harold Shock from SD. Harold oversees Operations. He has seen what has worked and what has not. Example: Wood structures have a lifespan of only +/- 6 years.
- Tire foundation may have grants if the purchase of playground surface is involved.

4.6. Purdy's (Steph Harland & Kyla Van Eck)

- Orders ETA Dec 9-13 as long as winter does not impact delivery.

4.7. Art Cards (Michelle Kershaw and Shannon Wilson)

- Has been very successful this year. Big thanks to Shannon Wilson and Michelle Kershaw.

4.8. Save-On-More Cards (Jennifer Huber)

- If we get \$10,000 in sales, then PAC gets 8% back. Last year we got +/- \$20,000.
- Cards valid at Overwaitea, Save-On, others.

4.9. Family Photos & Spirit Wear (Renee Woolley)

- Orders still coming in. Note: Cloud download comes with 2 free 8x10.
- Spirit Wear deferred to a future meeting.

4.10. Education Events (Laura Lebbon)

- Deferred to a future meeting

5. **New Business & Events:**

5.1. Spring Dance

- deferred to a future meeting

5.2. Pub Fundraiser Night

- Dunn Enzies or BNA suggested for locations for beer/burger parent fun night.
- further discussion deferred to a future meeting.

5.3. Tree Decorating

- Dec 6 tree decorating at front lobby of school. Renee and Jen Huber to work on decorations. Jennifer Huber to make paper snow flakes.

6. Other Business / Adjournment of Meeting

6.1. Next Meetings:

- Budget Meeting on November 27, 2019.
- At budget meeting, PAC to review fundraising goals. How to summarize our budget breakdown and success so far.

6.2. Motion: to adjourn at 7:53pm.

- Jen Widner moved. Simon seconded.

Steve Walker, DWE PAC Secretary