



Dorothea Walker Elementary

Minutes of PAC General Meeting,

January 16, 2020

Meeting Commenced at 6:00pm

Attendees:

DWE PAC Members: Simon Adams, Steve Walker, Jennifer Huber, Simon Knutson, Renee Woolley, Stephanie Harland, Kendra Penrose, Jen Widner, Stephanie Lisk, Michelle Kershaw, Trudi Trask, Darlene Atkinson, Kyla Van Eck

Parent Participants: Carley Bortotin

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 AGM Minutes from November 27th, 2019.
- Moved by Darlene Atkinson, Seconded by Jennifer Huber. Voted unanimously in favour.

2. Administration Update

- School Updates (Sue Bergen).
- The DWE Community Learning Plan received a boost last month with visits from Senior SD23 Staff and Trustees as well as the COPAC. Attendees were impressed with the degree of alignment between the PACs efforts and DWEs movement to a new model of Inquiry Based Learning. Principal Bergen and the PAC President have been asked to co-author a case study on the advancement of Inquiry Based Learning at DWE and the PAC/Teacher/Parent involvement. The value is in “the process as a team” that makes the difference.
- Some of the funds for class furniture have already been utilized. The school has been a location for other schools/teachers to visit and see what DWE has done.

3. Financial Update (Renee Woolly and Trudi Trask)

- 3.1. Motion: to approve the November and December financial reports as presented.
- moved by Jennifer Huber, Seconded by Todd Knutson. Voted unanimously in favour.
 - Holiday Party was very successful (\$1,300 profit!). Thanks Steph & team.
 - Playground fund @ +/- \$44,000 by June.
 - Objective is to preserve a contingency reserve of +/- \$15,000 by year end.
 - Discussion regarding not for profit organizations are entitled to receive 50% of GST back. You would be required to track ALL GST, possibly require a bookkeeper and other additional costs and full scope of work and implications not fully understood. Can check with other PAC's to see if anybody else is claiming. Overall, it seemed to be challenging to make it worthwhile to get back +/- \$300. Other measures can be done with less effort to make up the difference.

- 3.2. Research on purchase of POS capability (example: Square)
- Carley provided info on Square.
 - Motion: to proceed with setting up the Square (POS) for use at future PAC events.
 - moved by Jennifer Huber, Seconded by Kyla Van Eck. Voted unanimously in favour.
- 3.3. Motion: to remove Trudi Trask as Hot Lunch Coordinator and appoint Trudi Trask as Co-Treasurer.
- motion by Jennifer Huber, Seconded by Michelle Kershaw. Voted unanimously in favour.
- 3.4. Motion: to appoint Stephanie Lisk as Hot Lunch Coordinator
- moved by Michelle Kershaw, Seconded by Jennifer Huber. Voted unanimously in favour.
- 3.5. Motion: to appoint Carley Bortotin to Member at Large
- moved by Darlene Atkinson, Seconded by Jen Widmer. Voted unanimously in favour.

4. Coordinator Updates

- 4.1. Playground (Kyla Van Eck)
- Presentation of Parent and Student survey results by Kyla Van Eck (attached).
 - Some of the preferred types of playground and locations are not within the SD23 requirements (ie: zip line not allowed, restricted choice for second layout, no wood)
 - Would have to be behind the modular portables if it was in a new location.
 - Must be accessible by new regulations, and to qualify for certain grants.
 - SD23 could finance the installation over 5yrs, no interest. SD23 actually benefits from this arrangement as tax benefit.
 - Harold Shock recommended working with Habitat for design, supply, and installation. Habitat as the only certified playground installer that SD23 has as a pre-approved vendor. Only alternative to Habitat would be to have SD23 staff install, which would be a long wait period, with little to no cost savings.
 - Kyla met with Habitat for recommendations.
 - With the possibility of loan opportunity, group not unanimous on amount to spend, but consistent opinion was to evaluate three options. Kyla to request Steve from Habitat to provide a few proposals for \$100,000, \$180,000, \$250,000.
- 4.2. Education Events (Simon)
- DWE, AME, CLE, CMS will be cohosting a workshop to help parents with tools around helping children with anxiety. Date: February 3rd, 7pm Chute Lake Elementary. DWE will provide hot beverages for 150 people. Volunteer assistance is required.
 - Kendra Penrose volunteered to pick up coffee, tea, etc.
- 4.3. PAC Holiday Event, Christmas Tree / Hot Chocolate and Purdy's (Steph Harland and Kyla Van Eck)
- Steph advised that Purdy's has called, asking if PAC is participating in Easter purchase. Response: Yes.

- Popcorn maker is broken. Perhaps fixable. Michelle Kershaw volunteered her husband to take a look at it.

4.4. Art Cards (Michelle Kershaw and Shannon Wilson)

- Michelle cautioned against a second art card fundraiser in the spring. It's a lot for teachers to coordinate twice per year.

4.5. COPAC and bussing (Andrea Van Niekerk)

- Parents are encouraged to stay engaged with the current SD23 bussing engagement process.

5. **New Business & Events:**

- None

6. **Other Business / Adjournment of Meeting**

6.1. Next Meetings:

- General Meeting. Thursday, February 27, 2020
- General Meeting. Thursday, March 12, 2020. Will include vote on amount for playground commitment.

6.2. Motion: to adjourn.

- Jennifer Huber moved.
- Meeting adjourned at 7:47 pm.

Steve Walker, DWE PAC Secretary