



Dorothea Walker Elementary School

Minutes of PAC General Meeting

Nov 29, 2022

Meeting Commenced at 6:01 pm

Attendees:

- DWE PAC Executive:
 - a) Jen Widmer – DWE PAC President
 - b) Nicole Goodis – DWE PAC Vice President
 - c) Jennifer Drever – Secretary
 - d) Trudi Trask – Co-Treasurer
 - e) Teralee Burton – Co-Treasurer
 - f) Roseanne Kufeldt – Volunteer/ Communications Coordinator
 - g) Eduardo Martinez – COPAC representative
 - h) Ashleigh Christensen – Member at Large
 - i) Brianna Havey – Member at Large
 - j) Renee Woolley – Member at Large
 - k) Stephanie Harland – Member at Large
 - l) Kim Hafeman – Member at Large
 - m) Shane Styles – FFN volunteer
 - n) Elanda Baumgartner – Grad Committee
 - o) Jessica Petris – Parent Participant

DWE Administration:

- Marie Josee Bedard, Principal

Meeting Chaired by:

- DWE PAC President, Jen Widmer

1) Call to Order, Welcome, Approve previous meeting minutes & Approve agenda

- a) DWE PAC welcomes all parents of DWE students and DWE administration
- b) Territory Acknowledgement.
 - i) DWE PAC acknowledges that our community is located on the traditional, ancestral, unceded territory of the Syilx/Okanagan people.
- c) Motion to approve meeting minutes from October:
 - (1) First: Nicole Goodis
 - (2) Second: Kim Hafeman
- d) Motion to approve agenda for tonight's meeting:
 - i) First: Roseanne Kufeldt
 - ii) Second: Ashleigh Christensen

2) Administration Update (Marie Josee Bedard)

- a) Drumming day
- b) Spirit day – students to wear red or green this Friday, next Friday will be holiday sweater (ugly, snowflake or other)
- c) Final Friday – santa hat or whatever they want in anticipation of holiday break
- d) Musical showcase from Mme Ziebart
 - i) We are not doing an official concert but more of a casual winter “Showcase.” Thank you to Mme Ziebart for organizing
 - (1) Will be recorded if ppl don't have a media release
- e) Volleyball is currently taking place as an extracurricular

- f) “Written learning updates”
 - i) going out on Dec 15 (previously called “report cards”) this is a trial year. We are not sure if this is going to be successful or not
 - ii) Focus will be on what children can do to improve at the next step
 - iii) Big overarching competencies that are across-subjects that the students self-reflect on
 - iv) No “letter grades” just like last year, no “bridge diagram” as before
 - v) That is the major change
- g) Some, not all classes are going on a field trip to see the Nutcracker. Unfortunately, the classes who inquired last were not able to get tickets.
- h) If anyone feels there are items that Mme. Bedard could dive deeper into during the “admin update” please let her know, she is very happy to discuss what parents want to hear about.
- i) Budget Update (very brief overview) - Slideshow Presentation
 - (1) 2022-2023 school budget
 - (a) Resources available for discretionary use:
 - (b) \$341 per every student --> +/- carry forward
 - (c) \$50 per French immersion student
 - (i) Note about this as the French students do bring in a bit extra money because they have to get a top up to account for extra books etc that they need to buy in the second language etc.
 - (ii) Note that this is in addition to the \$341/student that the school receives.
 - (d) \$50 per ELL student – special allocations such as small schools, ready-set-learn, family affordability funds
 - (e) The school also takes in other money from things such as rentals
 - (2) How do we spend it?
 - (a) Release/Training (TOCs): \$16 000
 - (i) This is if we need a substitute (teacher on call) during a time that a teacher is doing some additional training for their job or something special. This is NOT if the teacher is sick, this is the school supporting the teacher to go learn something or something self-initiated.
 - (b) Field trip TOCs: \$0
 - (i) This is zero because it is not really applicable to elementary school. In high school the school needs to hire a substitute if the band teacher goes on a field trip with only one class, as they would need to get a TOC for their other classes but not really applicable for us because if they go on a field trip, their only class goes with them in elementary school.
 - (c) FI TTOC Release: \$1000
 - (d) Services and Supplies
 - (i) Field Trips: \$6000
 - 1. MJ stated that this is about \$8/child to go towards bringing in speakers or gymnastic sessions etc. to go towards things that are done within the school.
 - (ii) Pro-D and training expenses: \$2000
 - (iii) Cultural presentations (Indigenous Ed): \$150
 - 1. Note here that this number is small because often the district will typically pay for this and send the presenter to all of the schools they feel it is relevant for.
 - (iv) Cultural Presentation (F.I.): \$2000
 - 1. This comes from the French children’s extra money that we can use if there is a special opportunity that comes along that applies to French only kids.
 - (v) Telephones: \$3500
 - (vi) Meeting expenses: \$4500 – for things like if there is an after-dinner meeting for teachers then they will order dinner or something
 - (vii) F.I. library resources: \$3000
 - (viii) Photocopying: \$7000
 - (ix) Athletics: \$2000
 - (x) Library Books & Supplies: \$6000
 - (xi) Learning resources: \$6000
 - (xii) Computer Software: \$2000

- (xiii) Furniture/ Equipment: \$5500
- (xiv) Computer Equipment: \$8000
- (xv) Facilities Improvement: \$7000

- One thing that MJ gets asked a lot: “Why can’t I see the things that the PAC bought last year?” or “If the PAC chooses to not buy something that they normally do, where does the money go?” if that is the case, there has to be money that moves around to cover any expenses”. If she has less money in one category then she takes money from somewhere else. I.e. the PAC bought primary reader books last year... we sent them with the primary kids to Belleview creek to help support their library. If parents know what their money goes towards, it is sometimes easier to fundraise. Reassured us that nothing that got given away were things that the kids here still needed.
- Trudy brought up a point that when the PAC donated smart boards to the portables, then the smart boards all of a sudden belonged to the district and they went to Belleview Creek. It is a frustration for parents because it was a district decision to open the school so there should have been adequate resources set aside to set up all of these things at the new school.
- Side note: gaming funds can only be used for “extracurriculars” or “playground”. You have to be very clear with your funding application to be able to use gaming funds for certain items. You don’t want anything questionable on your gaming report because PAC will get audited and if funds were not allocated properly, it can create problems. For example, gaming funds are not to be used for things that are closely related to curriculum.

3) **Financial Update & Budget Discussion** (Trudi Trask)

a) October Report

i) Money in:

- (1) Hot lunch money
- (2) Spirit wear drive
- (3) Money from raffle got deposited
- (4) Photographer
- (5) Art cards
- (6) Purdy’s
- (7) Growing smiles
- (8) Tbones / Save On Foods Gift Cards
- (9) Holiday dance – may be just a break-even more than a fundraiser
- (10) Gaming money in – it is from students who are in the school as of June. \$8960 (could reduce about \$3000). Sometimes the new school (in our case, Belleview Creek) will ask you to give them the money because a PAC can’t apply for the funds until they have been a PAC for at least one year so there is anticipation that the Belleview Creek PAC may request the money from us because we received money per child with our student body being around 500 children last year. It is about \$20/student. If the Belleview Creek PAC has a gaming fund then we can move it, but there is some confusion about that still. We will put this to a vote if they request the money from us, which has not happened yet.

ii) Expenses:

- (1) Raffle tickets
- (2) Welcome back dinner/coffee
- (3) Hot lunch supplies
- (4) Bursary was paid
- (5) Potential expense for us to donate money to Belleview Creek PAC but not determined yet. Will discuss further in January.
- (6) Previous playground phase II quote from February 2022 is \$81000. At the end of the year this year we should have enough money to cover this but at the same time, if prices go up then we can’t cover the costs and won’t have any money left over for next year. This would be problematic

iii) Allocations:

- (1) Playground spending will be allocated in the Spring

- (a) Should we review the plan and make it fit our budget / also make it less inclusive for young, young children and make it more appealing to intermediate students.
- (2) Do we still owe money to our interest-free loan?
 - (a) It is a \$50k loan that is to be paid over five years
 - (b) The school district paid for the first phase of the playground and we are to pay them back
 - (c) \$10k goes to the loan this year.
- b) Motion to put forward the October financial report:
 - i) First: Jen Widmer
 - ii) Second: Renee Wooley
- c) Moving forward: Jen & MJ will ask the teachers if they have a specific ask for funds allocation in January. Cases will be presented in January with the “wish list”. Consideration that DWE staff will bring forward items to potentially fall under the PAC donation category in January. Sports teams, paint sets, gymnastics etc.
 - i) There will be about \$5000 that we can donate and review in January with the wish list that the teachers bring forward.
 - ii) Some background information: the money given to the “wishlist” used to be \$10 000 - \$20 000 per year but the PAC lessened the amount when they took on the playground improvement project
- d) Motion to accept 2022/2023 operating budget
 - i) Table this item to January’s meeting. Not approved yet. Too many things in the air.

4. Fundraisers & Events

4. Snowball:

- kids are very excited
- preliminary numbers based on 2019 numbers
- deadline this Friday for presales – only six tickets have been sold, some discussion that parents may have missed the email because the PAC newsletter must be opened and read separately.
- \$1000 projected costs
- lots of leftover water and ice cream that can be used
- thoughts from group that it will be well-attended so will purchase lots of pizza

Motion to approve the budget

First: Roseanne Kufeldt

Second: Renee Wooley

5. Purdy’s & Growing Smiles:

- Steph needs help 2:30-4:00 PM to help with pickups

6. Art Cards

- Michelle can’t be here tonight
- Kendra has volunteered to do it next fall
- \$2800 raised (approximate) this year

7. Tbones/ Save On

- Tbones: \$1300 sold, take home: \$195 approximate
- Save On: \$9750 sold, take home: \$585 approximate
- volume of order from certain ppl was high, number of families ordering was low.

8. Grad committee

- Dec 12 meeting
- Gardam lake is the last grad event and it is usually May 25 ish

9. Yearbooks

- Jessica and Michelle
 - \$12-\$15 soft cover depending on how many pages
 - survey going out tomorrow about yearbook
 - plan to donate a few yearbooks to the library
 - similar to what has been done in the past
 - one of the companies that they are looking at can allow final submissions in May to have them ready in June.
- This would be beneficial because a later submission date allows them to have photos from the final event at the end of May.

5. COPAC Update – Eduardo Martinez

- a. Meeting was held on Nov 7
- b. Changes to the way that we do report cards. Not a huge change from DWE but in grades 10-12 they have to go to letter grades to be conducive with University applications. Every elementary school in the district will use the same format starting next year. Report cards will be different: my ed is the software we use now. The whole district will have the same centralized reporting system so they can easily communicate between schools
- c. There will be 3 report cards this year rather than just 2
- d. Update about the Brown bag lunch and wheeled backpack programs there is funding allocated, schools need to apply online in PAC 360
- e. Tentative agreement with all of the teachers that will be ratified in Nov and changes will be put forward in January
- f. Each PAC has to pay their own membership fees to provincial body BCCPAC. It can be paid through gaming. It's about \$75.

6. New Business:

- No

7. Other Business/ Adjournment of Meeting:

- Next meeting: proposal that we meet in January:
- Thursday, Jan 19 @ 6:00 PM in person → In Favour by those in the room.
- Will do budget approval this day
- Motion to adjourn @ 8:09 PM:
 - o First: Jen Widmer
 - o Second: Renee seconds