



Dorothea Walker Elementary School

Minutes of PAC General Meeting, October 16, 2018

Meeting Commenced at 6:00pm

Attendees:

DWE PAC Members: Todd Knutson, Michelle Kershaw, Trudi Trask, Steve Walker, Abbey Westbury, Renee Woolley, Stephanie Harland, Kendra Penrose

Absent PAC Members: Simon Adams, Laura Lebbon, Nicole Bogdanovic, Darlene Atkinson, Cara Carpenter, Courtney Jones, Amy Habicht, Jennifer Carnate,

Parent Participants: Kendra Dixson, Andrea van Niekerk, Laura Slang, Christy Legeyt, Kyla Vaneck, Ewelina Zaremba, Shannon Wilson

Meeting Chaired by DWE PAC President, Todd Knutson

PART 1 – Administration Update

1. Call to Order and Welcome
 - Introduction
 - Sue Bergen and Mary Berg unable to attend. No DWE Administration update this meeting
2. Approval of Agenda & Sept 18, 2018 meeting minutes
 - moved by Michelle Kershaw, Second by Shannon Wilson

PART 2 – PAC Business

1. Financial Update:
 - Renee Woolley provided update: Just over \$23,000 in chequing account.
 - Gaming grant application approved \$11,568. \$14,875 in gaming account
 - change of signatories. Michelle Kershaw and Julie Haines [removed, and Simon Adams added. Already existing is Todd Knutson, Renee Woolley and Cara Carpenter.]
 - Cheques are now locked in office. 2 signers are required for all [transactions.]
2. 2019 Budget Discussion (Trudi Trask)
 - Last year PAC spent \$45,000
 - Overview of 2017 / 2018 funded projects and the process that was used.
 - Recommendations for selecting priorities for current school year:
 - Recommendation 1: Adopt principle based approach
 - Recommendation 2: Adopt a funding priority allocation formula
 - For the “Big Project”, saving to reserve might be necessary to do a multi-year goal.
 - Todd motioned to adopt both recommendations. Steve Walker seconded.
 - Details on both recommendations attached to minutes.
 - Some budget ideas that have been tossed around include:
 - Bark Mulch for playground. Last budget mtg PAC had a bark mulch line item and it was cut out, so we can add in in this years budget requested items.
 - Sound microphone system
3. Welcome Back Social Dinner

- Seemed busier this year
 - More ice cream next year (ran out this year)
 - Kendra recommended raising prices.
 - Also a recommendation that event be promoted as fund raiser to encourage participation
 - A recommendation that it be advertised as a fund raiser to get more parents out
 - Recommend selling as package that includes dinner, drink, chips.
 - Ice cream could be additional as one would want to wait to pick it up.
 - Would be nice to see more teachers. Todd suggested that we ask teachers what we could provide for incentive for the teachers to attend. They currently eat for free.
 - Sue cannot require teachers to attend
4. Hot Lunch Program - Trudi Trask
- good volunteer participation
 - 12 places for sign up, then its full
 - Was nice when students did help, but started to be mistakes; so now parents only. If you have a child that really wants to help, work with child 1:1 to ensure no mistakes.
5. Family Photo Fundraiser - Renee Woolley
- \$25 sitting fee still
 - Bertram Creek Park is setting this year
 - Info pkg is coming and to be sent to parents soon
6. Art Cards (Oct/Nov) - Michelle Kershaw
- art work sheets have gone out to teachers already
 - teachers have 2 weeks to finish an art project and sending in.
 - Teachers are not necessarily doing Christmas theme art
 - for the second card, there will be a family art night. Monday Nov 9 tentatively scheduled from 3:00 - 6:30. Hoping to get volunteer to supervise families so teacher doesn't need to.
 - all art from cards can be ordered online.
 - brings in about \$5,000
 - In the past, funding supports a purpose that supports the arts, but use of funds is now flexible.
7. Save-On Cash Cards - Jennifer Huber
- Scheduling to be issued at the same time as Purdy's.
8. Purdy's Chocolates - Steph Harland
- Paying through web site, not taking cash or cheque
 - send home with agenda, "Purdy's is ordered online"
 - Need help getting chocolate out to parents week of Dec 7
9. Family Fun Night
- Need new coordinator (was Julie Haines)
 - Kyla Vaneck and Laura Lebon - new attendees, possibly interested in Family Fun Night
 - Inflatables are already booked.
10. Movie Night
- date left open for now.
 - If no Christmas concert, then perhaps fill in void with Movie night

11. School Logo and Spirit Wear

- looking for someone to design a new logo

Upcoming Events

1. District Learning Forum - Nov 8; 6:00 - 7:30
2. School District Representative to speak on Growth Plan
 - District Rep (Rhonda Ovalson) to attend next meeting
 - Questions for the District Rep can be posted to DWE PAC Facebook
 - If everyone could “like” the page and follow it.
3. Next Meeting(s)
 - Thursday, Nov 15 @ 6:00pm. (includes guest speaker Rhonda Ovalson - SD 23 Rep
 - Tuesday , Nov 20 for budget meeting (6:00 pm)
4. Other Business
 - No Christmas concert this year. Intermediates are having an audition performance. Disappointing to PAC members, and assumed to be disappointing to most other parents.

Meeting adjourned at 8:00 pm.
Steve Walker, Secretary

Updated 2018, November 2. Changes noted in parenthesis in red. (example: [red])