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| **O**pening |

Kirsten welcomed attendees to the meeting. She gratefully acknowledges the W̱SÁNEĆ people upon whose traditional territory the meeting was taking place.

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| **Attendance** |

**PAC Executive**

Kirsten Hunter – Chair Kate Guthrie – Fundraising

Mindy Panesar – Vice-Chair Caroline Upton – Communications

Michelle Cooper – Treasurer Jenna Turnbull – Secretary

**COPACS Members At Large**

Nidhi Khanduja Andrea Stronks

Cheryl Wilson Rebecca Mellett

**School Administration**

Rae Dennett – Principal

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| **Previous Minute Updates** |

Correction to attendance section: Parent - Christina Aubry was also in attendance.

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| **Chair Update** |

Jenna Turnbull voted in as PAC secretary. Welcome Jenna!

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| **Principal Update** |

Rae provided an overview of Administrative Complaints Procedure 152 - Every parent has the right to understand & communicate complaints. If a parent has a complaint with an employee of the school, the first step is to contact the teacher, if no resolution, it should be escalated to the principal. If no resolution is found, parents/guardians can redirect their concerns to the Director of Instruction, Carley Hunter, and if still no resolution parents can contact the Superintendent of schools.  At any time parents/guardians can reach out to their local trustee. For those seeking more information, all administrative procedures are available on the Saanich Schools Website.

Rae gave an update on the program Feeding Futures. The school has hired an EA for an extra hour everyday to make breakfast & lunches (now we have 2). To support these efforts, the school has put in an estimated amount of $25,000 towards these plans.   So far the school is planning to spend money on weekly food to support breakfast and lunch, purchased 2 Vitamix blenders for smoothies so the fruit doesn’t go bad, purchased a freezer to store bread. The school has also reached an agreement with Stelly's - every 2nd week, Stelly's will make homemade cookies to put in the lunch program lunches. The program is also subsidizing pizza day tickets for kids in need.

The 2023/2024 School Plan is in its final stages – They have set 2 primary goals that are based around literacy and continuing to strengthen student's sense of belonging and engagement: Literacy & Belonging and Mental Health & Wellness.

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| **Vice-Chair Update** |

The PAC Constitution will be reviewed for updates.

Grade 8 Farewell update - Volunteer committee will be connected soon so they can start their planning.

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| **Treasurer Report** |

Balance of general operation account: $7,839.00.

Gaming grant received in the amount of $11,900. Balance of gaming account is currently $19,862.00.

Michelle will prepare a full budget update & projections before the next meeting for the PAC to review.

Administration presented the following funding requests:

* Author Visit – Danny Ramadan $525 – Voted by Kirsten, seconded by Caroline – motion passed.
* Mathletics – $1500 total ($10/student - 6 divisions want to join) Opportunity for 150 kids to practice math at a discounted rate via the district– Voted by Kirsten, seconded by Mindy – motion passed.
* Russell Book Fair – $300 ($20 gift cards x 15 prizes) gifts and prizes for student to encourage literacy –Voted by Kirsten, seconded by Rebecca – motion passed

Other:

PAC members inquired if Madame Shuh could ask Russells for a contribution to prizes.

Band Trip – additional information will be provided by school at a future meeting.

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| **General PAC Business**  |

A reminder that all parents and guardians of Bayside students are automatically considered PAC members. The PAC welcomed Andrea Stronks to the PAC organizing group as a member-at-large.

Fundraising Update:

* Hoodie fundraiser sales close on November 8th, sales not as much as last year yet. School will sent out a reminder email. Caroline will post on Facebook.
* We have reached the minimum order for pull over hoodies but not zip up hoodies.
* Purdy’s Chocolate fundraiser starting soon– administration will include in announcements.
* The PAC is looking for events/ideas for January/February
	+ Idea: Kernal’s Popcorn was discussed
* West Coast Seeds fundraiser will begin after winter break

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| **Meeting Adjourned @ 7:24pm** |

The next meeting is scheduled for Wednesday, December 6th from 6:15pm to 7:30pm.