**BAYSIDE PAC Meeting Minutes**

**January 20, 2015**

**(unapproved)**

**Attending**

Wayne Spencer, Tara Houle, Liza Glynn, Lorraine Lindsay, Marti Redman, Alice Bacon, Tim Karpiak, Wendy MacDonald, Steve Newlove, Denise Tidman, Sheila Ayres

**Call to Order**

* The meeting was called to order at 7:04 pm.

**Approval of Agenda**

* Motion to approve agenda: Alice Bacon. Seconded: Denise Tidman. *Motion carried.*

**Approval of Minutes of Meeting of December 2014**

* Motion to approve minutes: Denise Tidman. Seconded: Liza Glynn. *Motion carried.*

**Guest: Stu Rhodes**

* **Discussion of Trades Program at Stelly’s High School**
* YES2IT program
* Shortage of skilled workers
* Target Middle School kids to educate and open their eyes about trades professions
* Grade 8’s have a pre-activity then go to Stelly’s for a ½ day sampling
* BC Skills for Jobs Blueprint – plans coursework towards employment goal throughout High School/Post Secondary
* Trying to open people’s minds on training for trades as a fulfilling career
* Leaving booklet for reference and sending soft copy to attach to the minutes
* Search **ITABC** (Industry Training Authority BC) online for more info
* Steve working on scheduling of Grade 8 field trips and such early February

**Guest: Tim Dunford – SD63 Trustee**

* **Discussion of budget development process and how parents can get involved**
* Appointed as Chair of Finance, Facilities and Technology
* Developing the annual budget of approx. $80 million is the largest job of the committee
* 19 school sites
* Revenue generally from government with little bits from investments, foreign students, etc.
* Must balance the budget according to the law
* Revenues have dropped with lower enrolments
* Expenses are generally salaries dictated under BCTF, CUPE, etc. – 80% or more of the budget
* Other expenses are transportation, fuel, maintenance, etc.
* Budget needs to be filed by June 30th but this board wants it done by end of April and are starting the process now
* Budget board comprised of:
* 2 staff
* Finance, Facilities and Technology Committee

**Guest: Tim Dunford – SD63 Trustee (cont’d)**

* Budget Advisory Committee – made up of representative from CUPE, BCTF, COPPACS, Admin staff – being changed to be chaired by a Trustee and have a more formal process
* Board meeting to approve budget process calendar and the timeline will be published after board approval
* Public meetings will be announced through school for parents to get involved in the process

**Chair Report – Wayne Spencer – Nil**

**Vice-Chair Report – Denise Tidman – Nil**

**Treasurer’s Report – Tara Houle**

* $25,756.75 in general account as of December 30th, 2014
* $13,123.99 in gaming account as of December 30th, 2014
* Smile card revenue of $187.49
* Discussion about sharing 2014/15 budget with parents to better understand where money is allotted
* Agreed to put budget on PAC portion of website and send email out to subscribers
* Discussion around process for requests for funding and how to make decisions on what to approve

**Communication Report – Marti Redman and Alice Bacon**

* Need a little more guidance on what to put on website and how to reach more families
* 109 respondents to survey – Eve to recap for our February meeting
* Sending out emails to subscribers with our budget and info about SD63 budget process

**Principal’s Report – Wendy MacDonald and Steve Newlove**

* Michael Bortelotto – presentation to Grades 6 and 7 on resiliency
* School-wide Me to We presentation on building resiliency
* Both presentations have created a heartfelt culture in the school
* Canoe project – incredible experience for all
* Teacher evaluations – 18 of 21 teacher are participating in professional development exercise together
* Many inquiry projects going on around the school
* Mrs. Rozon and Mrs. Pires have organized 8 Pro-D days for the teachers this year
* School plan – Math – Jump Math/Reflex plus some targeted learning – going great!
* FSAs – Grade 7s – end of January/early February
	+ Letter went home from BCTF and School Board
	+ Very high participation rate despite some negative feelings
	+ Administration responds to every request not to write the exams
* Scheduled to have the gymnasium roof replaced/repaired in the summer of 2015
* Learning commons – Library – portable shelves installed – removed high shelves – ability to create large common space by moving shelves
* Athletics –
	+ Volleyball – boys and girls playing now
	+ Basketball challenges
	+ Ski trips – 2 pending – will decide closer to time
* Book Drive – retired teachers are sorting by appropriateness then packaging and distributing – if every child brings 2 books by end of January, we will exceed our goal of 1000 books donated for ages 0-5

**Principal’s Report – Wendy MacDonald and Steve Newlove (cont’d)**

* Literacy week – the week of January 26th
* Spelling Bee – January 30th
* Transition to High School and transition from Elementary School – lots of activities planned and happening soon
* Policy 1100 – Meeting at Bayside on Tuesday, January 27th at 7:00 pm – asking all PAC executives to come
* School Planning Council – looking for parents to get involved – ask Wendy
* Funding Requests – tabled for special meeting to be held on January 27th at 5:45 pm prior to Policy 1100 meeting

**COPAC Report – Wayne Spencer or Tara Houle – NIL**

**Fundraising Report – Liza Glynn**

* Agreed to re-send fundraising ideas to Steve and Wendy to share with staff and remind all staff that Liza is available as a resourcing for fundraising needs

**Old Business –**

**New Business –**

* Grade 8 Farewell – Tim Karpiak agreed to chair committee and will send out an email to Grade 8 parents asking for help
* Discussion with all PAC members and Administration on how PAC money is spent for new members and Administration to understand and participate in decision making, as well as for Administration to understand how to coach staff and work with school budget in partnership with PAC. Good round table discussion to look at on what and how the PAC money is spent in an effort to focus on the kids’ experience at Bayside, reduce any animosity around a perceived large balance not being used and to create an excellent working relationship between the PAC and the school. Discussion around revisiting protocol around spending to adapt if necessary and a motion was made to put more of the bank account balance in the 2014/15 budget.
	+ **Motion** – Tim Karpiak moved that $7000 be kept in the PAC general account as a reserve/carry forward balance and the available remainder be assigned to unallocated funds for potential spending this year. Alice Bacon seconded. ***Motion Passed unanimously.***
* Request from the Treasurer to get the news to the teachers that they can approach the PAC for funds instead of going to the parents for small amounts all the time.
* Decision to hold a special meeting on January 27th to discuss monies and funding requests specifically as well as the remainder of the agenda as the meeting was running very late.

**Motion to Adjourn** – Tim Karpiak. Alice Bacon – seconded. Meeting adjourned 9:55 pm.

Next Meeting Date – Tuesday, January 27th at 5:45 pm at Wayne Spencer’s House