**BAYSIDE PAC Meeting Minutes**

April 19, 2016

**Attending:**

Sharon Schwartz, Lori Smith, Darcy Winkel and Sandra Arthur. Regrets from Wendy MacDonald (supplied report), Marti Redman (supplied report), Liza Glynn (report supplied), Kelly Hoffman, Andrea Nugent (report supplied), Alice Bacon, Heather Fyfe, Amy Greenfield.

**Meeting Commenced 6.30 pm**

**Approval of Minutes of Meeting of March 2016 Minutes**

• Motion to approve minutes: Lori Smith. Seconded: Sandra Arthur. Motion carried.

**Chair Report – Sandra Arthur**

* Mark Henry met with PAC and he confirmed to give PAC license to reproduce his artwork and potentially sell items (such as cards, bags etc) only if the profit is for PAC, who will in turn use the funds for the student activities/program etc. Sandra motioned to spend the $250 to cover the license for Mark Henry’s artwork so PAC could reproduce materials to sell to earn money for PAC and Darcy seconded this motion.
* Darcy also motioned to use PAC funds to pay $50 for each band member that will be participating in the totem pole unveiling on May 26, of which there are 5 members, so total agreed to spend would be $250. Sharon seconded this motion.
* Sandra has sourced out cord and beading material for the bookmarks (artwork of the totem pole) that will be given to students and staff at the year end. She estimates total cost will be under $225. Sharon motioned to spend up to $225 on the bookmarks (including printing, beads and cord), Lori seconded. Lori also motioned we should also buy cards subject to finding out full costs. Darcy seconded. Hopefully the cards would be ready to have for the totem unveiling on May 26, so we can use as thank you cards to those we want to show our appreciation to.
* Sandra got a quote for a plaque for the totem (to identify the gift from PAC and to name the carver) from Montreal for $250. Marti will look into her contact for the plaques they have got made for the totem poles around Saanichton. We will then have an email vote on how to proceed.
* The staff appreciation is set for 31 May. There is $350 in our budget for the staff appreciation. Sandra will order all food from Stelly’s and pick up the day of. Darcy will help her once at Bayside. A call to members will be made the week before to encourage people to bring in flowers (from their garden) to decorate the table and offer as tokens to staff.
* A new event by PAC - Sports lunch hot dog day is set for June 7. Lori will take the lead on this project (to be confirmed) with help from students and other PAC members.
* There was a funding request from the Community of Stelly’s Art Theatre. They are in the middle of a 2 part feasibility study, with phase one completed. They are asking for $2500 towards a $19,500 phase 2 expenses they will incur. Bayside PAC felt that we will say no at this time; however, they would be welcome to approach us again (preferably at the beginning of the year) once their feasibility studies are completed. It was thought that we could design a specific fundraiser to help them out.
* **Open House/End of Year -** PAC hosted a planning meeting to assist with this event. Lead volunteers have been identified to get different aspects of the party planned out**.**
* **Can you help?** PAC is seeking volunteers to help with set up, cooking, serving, cleaning up – let us know if you can help. Also seeking volunteer to staff the PAC information table/Help sell Bayside clothing. Have approached one parent, but also seeking help to decorate PAC info board. Finally, will require additional help to set up decorations/tables etc – if you are interested to help, please get in contact.
* Carver, Mark Henry is busy working on the PAC commissioned totem pole. Some photos have been shared on his progress. We will now keep the design “under wraps” so it can be a surprise at the unveiling ceremony.
* **Leaking Roof -** We have been updated from the School District that they have received the preliminary report from the engineers and that has been presented to the Minister of Education. The Minister of Education has also contacted PAC to advise that they are reviewing and will aim to make their financial commitment in a timely matter to ensure the District can move forward to tender in May.
* **Breakfast Program -** You’ll recall PAC were happy to donate funds to help the breakfast club program earlier in the year. Sadly we could not find regular parent volunteers to support, but the program is definitely running. Now, THANKS to our friends at Brentwood Bay Village Empourium, the Bayside Breakfast program is receiving weekly donations of freshly made breakfast baked goods. Thanks to this fabulous new local business for helping feed Bayside kids' bodies and brains!
* **Future of Education -** A special forum to discuss the future of education in the Saanich School District is taking place on 19 April 2016 (same date as our PAC meeting). One of our members is attending and we’ll receive an update at future PAC meetings. Meanwhile can share the following from the Min of Education:

*“Student competencies have been developed for K-12 and are posted on the curriculum website for review and use. The new competencies will be required for K-9 in September 2016 and for Grades 10-12 in September 2017. The three competencies are available on the MoE website at: https://curriculum.gov.bc.ca/competencies.*

**Treasurer Report – Lori Smith**

* All PAC’s have received an amount of money from the gaming grants, since they find themselves with a surplus. Bayside received an extra $1157.00. Teachers are not spending their $100/class allotment. There has only been $2036 spent so far out of an available $5630. We voted to ensure that Ms. Huck’s class would have $10/student in her classroom. Her class was thought to have 26 students, she actually has 29.
* In the operating account we now have $22,187.85 and in gaming we have $15,819.08. If we spend all that has been allotted for this year, we will have $4310.45 in the operating account and $2870.41 in the gaming account. We do have an additional $4517.00 in fundraising dollars raised this year. It was decided to take the money for the totem pole art work and the band honorarium out of the gaming account (total of $500).

**CPF Report-Andrea Nugent**

* Concours school winners were announced and will be representing Bayside in Surrey on 7 May. CPF will provide a total of $500 (Prov and local Chapters) to be divided amongst the competitors to help with travel costs. Forms available on the CPF  Website must be filled out along with original receipts for travel expenses if anyone would like to apply for any of this funding.
* We are looking into hosting a CPF awareness and membership drive June 24, St Jean Baptiste Day , as a Cinq a Sept (5 to7) ( happy hour) at Brentwood Bay Pub. Confirmation and details to follow. All will be welcome.

**Communications Report-Marti Redman**

* Marti will take the lead on setting up the Monk school supply order forms through the office. Darcy will help organize and deliver in the fall.
* Once we know final outcome of roof efforts, we need to declare our petition a success + send a big thank you!
* Party – Food lead with Liza, Kelly, Lily, Carolyn and Tora, plus anyone else! Kelly Hoffman will take on desserts to represent three cultures. Meetings and work underway to get organized. Tickets are available online through the link below and through the office.
  + <https://www.eventbrite.ca/e/bayside-open-house-celebration-year-end-party-for-all-tickets-21071542551?ref=enivte001&utm_source=eb_email&utm_medium=email&utm_campaign=invitemodernv2&ref=enivte001&utm_term=attend>
* Second wave of Bayside clothing went very smoothly and work is in progress to include clothing sales as part of the Grade 5 visits. Still inventory available through the Shark Shop and events coming up at PAC table. Need volunteers May 2-6 to promote clothing in the gallery. Should be easy to launch in the fall and we should look at some promotional items to add for our events.
* As always, please share any and all feedback you have or hear about what and how we are communicating!
* Visioning – Need to keep this alive and growing. Lori and Darcy met with the teachers to discuss what they want to see from the PAC with some great feedback too. Our visioning visual is up in the staff room currently for them to review and add their thoughts onto it. We need to revisit again at our May meeting as we prepare for a new school year.
* Had a thought to initiate our own website for PAC so we can have PAYPAL. Sharon said that this is the first year that Keating has had PAYPAL on the schools existing website, for PAC and all school orders. It has made her job as treasurer much easier, approximately 90% of all orders go through PAYPAL. We will look at this for next year.

**Principal’s Report – Wendy MacDonald**

* May 26th Open house – Sandra will speak to PAC organizational roles
* update on Totem Pole and sign –photos have been sent to Exec on progress of pole..
  + Sign schedule to be determined at this point – gallery sign up sheet in the next few weeks
  + May 11th – ambassador field trip to carving site
  + Wendy has the art work of the totem to give to PAC tonight from Mark Henry in order for PAC to produce book marks.
  + Wendy is checking with teacher to see if her 'book launch' will be ready for May 26th and if so, it will be on the agenda. If not, we may consider the book being celebrated on June 7th.Wendy will be responsible for making the agenda as we may require flexibility...
* Grade 7 garden – irrigation and fencing in progress
* Quebec trip planning well under way – Leaving next month – thank you Lise Derzaph
* Whistler Band trip leaving Thursday April 22nd (Steve accompanying)
* Creatures of Habitat – today with ALL grade 6's – led with non-profit community support
* Social afternoon – May 13th – afternoon
* Class photos moved to May 12th
* Smoke house completed and students 'camped out' and shared smoked salmon with community volunteers/ donations – cultural lunch – appreciation shared by students and Ivy
* April 22nd – School Planning Day
* Tuesday June 7th-PAC hot dog day

**AGM-May 24, 6:30 Bayside Learning Commons**

* We will be looking to fill the following exec positions for the 2016/2017 school year: President, Vice-President, Treasurer and a COPACS representative. Plus Fund Raising coordinator and members at large. Sharon will set up a nomination process and share with members via the PAC website/email and Facebook page. Anyone interested should respond to her message. Sharon will run this process at the AGM. The exec will meet before May 24 to decide on the 2016/2017 budget, which will be voted on at the AGM.
* Include in the Bayside communication the date and time of PAC’s AGM and the call out for exec members.
* The regular PAC meeting will happen after the AGM.

**Any Other Business:**

**Meeting adjourned at 8:10 pm**

**Next PAC meeting is our AGM also, May 24 - 6:30 pm in the Bayside Learning Commons**