**BAYSIDE PAC Meeting Minutes**

September 17, 2015

**Attending:**

Sandra Arthur, Sharon Schwartz, Marti Redman, Lori Smith, Darcy Winkel, Amy Greenfield, Kim Currie, Leslie Keetley, Liza Glynn, Kelly Hoffmann, Leanna Young, Sharon Beckett, Wendy MacDonald.

Call to order: The meeting was called to order at 7:00 pm.

**Approval of Agenda**

* Motion to approve agenda: Amy accepted. Marti Seconded: *Motion carried.*

**Approval of Minutes of Meeting of June PAC , 2015**

* Motion to approve minutes: Kelly. Seconded: Marti. *Motion carried.*

**Communications Report – Marti Redman**

* There has been a lot of new emails added to the school since the new term. Marti is waiting on Lori in the office for the new email addresses to be uploaded and available before sending out the PAC welcome letter.
* There is a new PAC Facebook page, and it is a big job to maintain. Sandra will be assisting Marti with content. Everyone should review, “like” and share with school friends. [www.Facebook.com/BaysideMiddleSchoolPAC/](http://www.Facebook.com/BaysideMiddleSchoolPAC/)
* The PAC website is listed under the Bayside Middle School website, bayside.sd63.bc.ca. The home page has a drop down button labelled ‘parents’ and in that drop down menu is the PAC Page website.
* The PAC constitution and By-laws should be on the PAC website, but appears to have been removed. The previous PAC Secretary had stated it did exist but could not explain why it was removed from the website. We need to investigate and have it available online ASAP.
* The PAC website is difficult to navigate, Karen Gartside is our tech support for the website, she is super busy right now, but will provide assistance as soon as she is able to, can also ask Brock Simmons for help at the board level, bsimmons@sd.bc.ca

**Treasurer’s Report**

* Balance going forward is $36,126.94; why so much - just underspending, not a bad PAC exec or as a result of poor decisions, or wanting to withhold money.
* In the past, PAC has not focused on fundraising. WE have 3 options moving forward from here and we need to decide how we want to move forward now that we have lost the pizza fundraising:
* Cut the budget to the amount we think we can fundraise and use the funds in the bank account for one large item for the school (ie. School Signage); cut the budget to the amount we have fundraised in the past, in the amount of $3750, use funds in the bank for one large item, no new fundraising and become a PAC that is focused on advocating for parents and less about funding classrooms; keep the budget as is and use the funds in our account to cover the deficit
* Marti proposed we should spend a little bit of money, not big chunks as this is a transition year so she thinks we should be prudent in our spending (It should be noted that another school was declined on their gaming grant because they had just over $30,000 in their bank account)
* Our expenses for this year are $8925 as they stand now, so if we fundraise $5000, we will still be short $3925, which will come out of the $36,000 bank account.
* Sandra is going to undertake Bayside clothing as a fundraiser for PAC. Rod Macdonald has done it in the past, and he typically earnt $1,500 - $2000 each time he ordered, which was 2x/year
* Liza remarked that funds in our bank account had been raised during the last school year.  She felt it was only correct that PAC determined how to use those funds promptly for the benefit of students in a given time period. It would be up to future parents to fund raise to assist their own students. Marti motioned to leave the budget as it is, and review special funding requests as they come up and teacher funding in October at the PAC meeting, Darcy seconded the motion. Motion carried.
* Wendy said the teachers really rely on the $100/class donation from the PAC (currently set at $50/class). Marti proposed this could be reviewed in December once PAC had a better idea on fund raising/funding demands. Darcy seconded the motion. Motion carried.
* Wendy also asked if we would be willing to donate $500 to a breakfast club before school. She highlighted that many kids are coming to school having eaten no breakfast. The challenge will be to find parent volunteers to offer bagels and cream cheese Tues/Wed/Thurs.
* Sharon Beckett moved to support the breakfast club and Liza seconded. Motion carried. Volunteers would need to be there for a 7:30 am start, finished by 8:30 (our budget has $3000 down for late bus, but Steve Newlove said it would only cost $2500, so the extra $500 will come from the late bus money).

**Fundraising Report – Liza Glynn**

* Liza provided a list of popular fund raising efforts she has led in the past. Coupon books, Poinsettas, Rogers chocolates, Easter Lillys, hanging baskets for Mother’s Day, coffee for Father’s Day etc – She will move these ideas over to the Grade 7 Quebec parents to assist them with the fund raising efforts.
* PAC has the following fund raiser schemes: Monk Supplies, COOP, Thrifty SMILE Card and Fresh Cup.

As PAC had lost its main fund raised (Pizza sales) though will still receive $100 per month, some additionalfundraising efforts are being launch this fall:

Fairway Markets Community Card, Red Barn Gift Card and Bayside branded clothing.

* It was noted that other groups in the school such as the 7th Grade Quebec trip and 8th Grade Band use

these suppliers at different times of the year.  PAC will work with these groups to ensure there is no conflict and Liza will also offer her assistance to lead additional fund raising efforts for their cause.

**Principal’s Report – Wendy MacDonald**

* Smooth start to the school year, teachers are happy. An NHL visit by professional hockey players will take place on Monday, September 21. , The change to meet and play hockey will be made available to all students, not just hockey players.
* Darrin Lauer will be coming in October to speak about internet safety, parents are welcome to attend as well.
* It is a priority with the staff to develop a shared understanding of what matters most, they have a collaborative planning where there is a strong culture of support, these are mandatory meetings where Wendy has given up her staff meetings (Wendy thinks they are archaic) for these collaborative meetings
* They have had their first meeting last Tuesday, she does not drive the meetings, very powerful meetings and productive, they have a new math center –Bayside has scored low on their math FSA’s, she feels they need to be proactive and quicker to ensure at risk kids get the support they need to graduate

**Vice-President’s Report – Sharon Schwartz**

* Nothing at this time

**COPACS – Amy Greenfield**

* The first COPACS meeting will take place the following week. So no report for this month.

**CPF Report – Kim Currie**

* Canadian Parents for French (CPF) have had their first meeting and send their greetings to the Bayside council; they are looking for a Bayside representative to sit on their committee. CPF requires a school representative to advocate on the school's behalf to access funding for school appropriate social cultural activities. PAC agreed to promote on their website/Facebook page to spread the word about this vacancy.

**President’s Report – Sandra Arthur**

* The main focus was on the planning for the school’s Welcome Back BBQ. The planning and details for this event was discussed in detail:-
* Fairway Markets have offered free water and juice and this will be delivered Tuesday, Sept 22. Wendy confirmed this can be stored in the shark shop. The Fairway tent will be delivered at 2:00 – need volunteers to erect.
* Jack Mar has offered free corn for our event. Corn will be delivered Tuesday September 22, early in the morning to avoid the rush, kids will shuck.
* If you are helping with the BBQ, come at 4:00 to help with set-up.
* No popcorn or coffee volunteers, so deleting them from the program
* If we run out of food, we run out! We are not going to run up to the grocery store at 6:30pm…
* Important that we only offer one corn, one hot dog and one hamburger to each. Seconds may be offered only after everyone has eaten
* Wendy has offered her time available on Monday from 1:00-2:30 for Sharon and Liza to connect with her regarding the art from the students for the PAC information board
* Darcy will get 3 jars for donations to be placed at the condiments table, drinks table and PAC table
* Bayside Volunteer t-shirts have been printed and will be made available at 4.00pm/22 September. PAC members asked to buy their shirt at 11.25 + tax. Others will be asked to wash and return so they can be used at future events.
* Will keep the PAC meetings as they are currently featured on our web. We will move the start times to 6:30, instead of 7:00 so we can finish earlier.
* A list of interesting FREE presentation has been received (topics such as anti-bullying, internet safety etc). Sandra will share this with Wendy and Steve so they can determine if the school will be interested to host during the year.
* Teachers will be asked to submit their fundraising requests to Wendy by Oct. 13, so she can pass onto us by Oct 16. Sandra will be informing the teachers via email of this time line as well as the fundraising request form after the Welcome BBQ on September 23.
* Liza offered to bring snacks for the next meeting.

**Next meeting date – Oct 20th, 2015 – 6.30pm**

**Motion to adjourn Liza, seconded Lori: 8:30 pm**