

Westwind Elementary PAC

Meeting Minutes for September 25th 2019

Held in Westwind Elementary Library 6:30 pm

1. Welcome and Introductions

Judie Schneider welcomed those present. Meeting called to order at 6:30 pm. Quorum present.

- 2.** Motion to approve minutes from May 15, 2019 meeting by Shauna. Motion seconded by Lisa.

3. Chair's Report (Judie Schneider):

We are working on fundraisers, i.e. Parent Dance & Bookfair. Our school has a liquor licence that is used for the Parent Dance, which is grandfathered. It is very unique. The Parent Dance is a great fundraiser that raises a lot of money for our school each year.

4. Treasurer's Report

Hanif (past treasurer) explains the Budget 2018/2019.

Revenue:

- Bookfair - all money raised goes toward the library.
- Food Days – money raised goes to the school
- Dance – money raised from alcohol sales and the silent auction
- Other fundraisers – Our Fundraising Committee, Gina, Kerri, Kristy and Rachel, do various fundraisers throughout the year such as Ask Letters, Entertainment Books, other sales such Christmas Bundles (chocolate, poinsettias etc.), Meat Sales, Movie Nights, a Pub Night Fundraiser
- Gr. 7 Outdoor Education Fundraiser– Pizza Day Fundraiser is held every other Friday. Money raised for Outdoor Education, two nights away at camp at the end of each school year.

Expenses:

- Classroom Allocation- classroom contingency is \$110 per division & classroom literacy \$110 per division. The Field Trip amount is \$12 per student for 2018/2019
- Student programs – garden program, seeds, education
- DARE – flat donation
- Lend a Hand Club – we hope to get it going again this year

- Leadership program – money spent to treat students who volunteer for these initiatives, such as crossing guards, lunch leaders. We send them to Apex as a thank you
- PAC dues
- Parent Education – such as Saleema Noon, iKid program,
- Scholarship - \$250 to two students, one at each of McMath and Steveston London

Hanif mentions that we increased the classroom contingency and classroom literacy from \$110 to \$125 and field trips stayed the same at \$12/student. Resource teachers' allotment went up to \$500. We may or not get the Gaming Grant, of \$8000. Gr. 7 Pizza Day Fundraiser, we have only 43 students in Gr. 7, last year there were 63. Resource teachers' allotment went up to \$500. Special events increased to \$8000, as we have a lot planned. Music program budget is \$700 and remains unchanged from last year. Parent Education was increased to \$2000 as it was anticipated we would bring Saleema Noon and not be able to cost share with another school.

Motion to approve the 18/19 budget - Hanif first, Laura second

5. Motion to Change Constitution

Back to Judie. We have some important business to take care of. We need to vote on approving a change in our Westwind PAC Constitution. (A handout is provided that explains the change.) So as to follow guidance from the BC Confederation of PACs and the School District, we would like to reduce the number of PAC member signatories required for disbursements from our bank account from 3 to 2 and to remove the requirement for a staff member (administration) to sign. Judie asks for a 'Show of Hands' who agree to the change, it is more than two thirds, basically everyone in the room agrees and raises their hand. We will proceed with this change.

6. Fundraising Committee – Rachel, Gina, Kristy, Kerri

We hear from Gina.

- They plan the year ahead in August. They are currently working on Entertainment Book sales, 70 are sold so far. There will be some prizes for kids and classes who sell the most.
- Munch a Lunch will have tickets for the Pub Night. \$22, The Buck. October 19th. Trivia. Fun night and great to meet new parents.
- Oct 24th – 1st Movie Night. Tickets sales, Pizza sales, chips, snacks etc. available for advance sale on Munch a Lunch. Can also purchase the food & snacks the night of. McMath Students volunteer to work.
- Winter Bundle, sales will be late October – mid November. Poinsettias, plants, pizza, Purdy's. Four P's. Delivery beginning of December, approx. Dec. 11.
- Ask Letter – receipts in time for Dec. 31st
- Paint Night – Namita – our liquor licence covers this as well. Probably May.

- 2nd Movie Night. – same format as the 1st one. Leftovers are sold in classrooms next day.
- April – Two Rivers, Meat Sale.
- May – might do the Shred-a-thon, that was suggested to the PAC last year.
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7. Food Days. Next we hear from Jennifer who runs Food Days. Food sold through Munch a Lunch. We need parent volunteers. Food Days are held on most Mondays during lunch hour. Jenn would like to have around 4 parents helping at each session. Students help as well. Parents can contact Jennifer directly via email, Facebook message or in person and she will schedule you for a time. If we get regular helpers it runs smoothly.

8. More Committee updates, Back to Judie:

- **Lend a Hand Club** – We would like to have this club running again. Judie runs this club. It meets every other Tuesday in the multi purpose room. Its about kids becoming community minded. They host Bake Sales and other fundraisers to raise money for a charity of the student members choice. They also have outings such as visiting with seniors at a retirement community. For students ages Gr. 4-7.
- **Games Day** – Wednesday Gr. 1-3. Board games and crafts. Need more volunteers.

9. New Business

Sporting equipment, we would like lower basketball hoops for younger children. Judie contacted the company. New posts would be approx. \$2000 each. It was suggested that we should lower one of our existing sets of hoops, we have three. Would need to be done by the school maintenance people. Not sure of the cost to lower existing posts. Parent suggested a thinner rim, not the thicker garbage bin rims. Hanif suggested perhaps affixing new lower hoops to south wall. We will look into cost of lowering the hoops.

Kelly K. would like to lead a group to plan a Gr. 7 Grad event.

Classroom Speakers. We would like to purchase speakers for the classrooms. Approx. \$100 per speaker. We would like 10 sets. Laura motion, Gina Second. We will go ahead with this purchase.

Its important to plan what we are fundraising for. We are fundraising for new playground equipment this year. Lower basketball hoops are also of interest.

A parent suggests toy bins for Kindergarten students to help them feel integrated, so they have more to do at lunch and recess. They are feeling a bit lost and overwhelmed on the playground. There are existing bins, teachers can suggest what to add to them.

Judie is looking into new playground equipment and says miniature monkey bars would be good for younger students who feel crowded out of the existing ones.

One parent suggested different lunch hours for Kindergartens, Ms. Latu says this is not an option. We are already short on supervision.

Parent mentions that our playground is small compared to other schools he has visited. Ms. Latu mentions that sometimes it's a city park playground, not actually the school's, that is why it's so big and beautiful. Shauna mentioned that schools apply for grants when building new playgrounds. Judie will look into grants in her research for new playground equipment.

10. Administrative Report

We have a new teacher, Ms. Chou. We are short a .5 for resource teachers. Mr. Nguyen will be our 'helping teacher'. The teachers are negotiating their contracts. Hopefully there will be no striking, but there maybe other actions like no extras. FSA exams are done in the fall, for Gr.4's and Gr.7's. Many parents at our school opt out of having their children writing the exam. Ms. Latu believes it gives parents a picture of where your child sits. Loon Lake is booked for the Gr. 7 Outdoor Ed, in 2020, but nothing for following year. No longer using the other camp that was used in the past. Westwind is the only school that does only Gr. 7's. Most other schools do Gr.6/7 combined. Ms. Latu would like it on a two-year cycle.

Hip- Hop in December, best hip-hop lesson around. December 11th, small gym at Steveston London for evening performance. There will be an afternoon performance as well. \$4000 for hip hop teacher. We are also hiring Richmond Food Security.org. Ian Lai, six classes. Come to select classrooms 10 times to teach about gardens, seeds, planting etc. \$6000, for. Aeroponic growing tower. Bicycle blender.

Ms. Latu is writing weekly Newsletters. They can be found on the school website. Parent Teacher conferences are coming up. Remembrance Day assembly coming up, parents are welcomed. Halloween Pumpkin Carving happens in the gym every year. The whole school carves pumpkins at the same time.

Parent asked if there were different rules for Kindergartens. Parent felt K kids were being told they were not allowed on the 'rock' on the playgrounds. Noon hour supervisor told them to get down. Ms. Latu says there are not different rules. Noon hour supervisors do their best. We are short noon hour supervisors. The job pays \$25/hour. If any parents are interested in this position, they can apply at the school board office.

- 11. Parent Dance** – Rupi, Kharmen, John and Sandy are the committee taking over from Lisa and Shauna. Will select a date, likely in the Spring time. There is usually a theme. Costumes optional.

Back to Judie:

Richmond District PAC, Lingley and Judie.

We discuss having Kindergarten Liaisons. One per classroom. Garmy will be Liaison for Ms. Hsu's classroom.

12. Meeting adjourns at 8:25 pm.

Next meeting not scheduled.