

Westwind PAC May Meeting Minutes

May 21, 2024 @ 6:30pm via Teams

Meeting called to order: 6:33 pm

Welcome!

1. Approval of the Minutes from last PAC Meeting ([April 2024](#)): motion to approve moved Thomas, seconded Tasha, PASSED.

2. Chair's Report

There's been lots of change this year! Parent Dance died, then was resurrected; profits are lower than usual for munch-a-lunch due to increased costs; outdoor education has been moved to October instead of May, which has shrunk the window for fundraising for next year's camp; there's an increasing student population. All of this means that we've been cautious in terms of spending. The good news is, we're still in good shape thanks to all the different fundraising teams!

Because we are a registered charity, we can't carry over large amounts of money from year to year unless there's a pot designated for a specific long-term project.

3. Treasurer's Report

- Presentation of [April Financial Report](#) & [end of year forecast](#) (draft)

Munch-a-lunch looks high right now because orders have been made, but the expenses haven't been withdrawn yet (as usual at the start of the ordering period)

Teachers are being reminded to submit their expenses for the year

- Proposal to allocate remaining 2023/2024 funds as follows:

From Special Events (\$9500 remaining)

- o Saleema Noon - cheque pending for \$800
- o Ultimate frisbee \$5600
- o Library furniture \$2100
- o Outdoor Education \$1000

From PE & Recess Sports Equipment (\$3000 remaining)

- o Equipment Shed \$3000

From last year's surplus (\$3082)

- o \$3000 to fully fund Outdoor Education

Questions/Discussion:

Q: \$5600 seems like a lot for frisbee?

A: This would be training for all divisions over 8 days with professional athletes (each class gets 3 sessions), which seems to be the going rate for this kind of activity.

Q: Could parents pay a small fee (\$10) to participate instead of funded entirely by PAC?

A: Yes, that's a possibility. Families that can't afford to pay could be subsidized.

Q: If we choose not to fund Ultimate, then where would these funds be allocated?

Q: Do PE teachers already teach Ultimate?

A: It depends on the teacher, as every teacher has specific skills. Bringing in new sports can build capacity among teachers to build up a program moving forward.

Q: Was there teacher consultation regarding the equipment shed? What is it for and what purpose would it serve?

A: This would be outdoor storage for outdoor PE equipment (nets, etc), making it more accessible for students & maximizing their playing time instead of having to drag things from the indoor PE storage room.

Q: Where are we at with technology?

A: We are in a good spot in terms of how many carts we have. The ask for next year is to continue subsidizing the ipad cart leases.

Q: Is there room in the budget for picnic tables?

A: The district is moving away from wooden tables due to rot & the potential for vandalism, preferring instead composite (recycled plastic) tables. These can be ordered and assembled by our maintenance department.

Q: Is there a preferred vendor? ULine is expensive, but you also get what you pay for.

4-5 picnic tables is ideal, so this is another potential spending item to consider for the budget.

Decision to vote individually for each proposed expense given the conversation (requires simple majority)

→ Motion to increase outdoor education to \$4000 to fund the October Grade 6/7 Outdoor Education trip, moved Gina, seconded Tasha, PASSED.

→ Motion to fund \$2100 for library furniture moved Joe, Seconded Tasha, PASSED.

→ Motion to fund the PE & Recess Equipment Shed for \$3000 moved Sarah B., seconded Gina, PASSED.

→ Motion to fund Ultimate Frisbee for \$5600, moved Shelly, seconded Tasha, PASSED.

4. Committee & Coordinator Reports

- Fundraising Committee
 - o Baseball is coming up! We've sold over 65 tickets, but they are still on sale for the June 2nd game. Kids get to run the bases at the end of the game!
 - o Spring Bundle cheque is coming
 - o Cobs will also be providing us our kickback
 - o Last fundraising initiatives will be for Sports Day on June 7th!
- Munch-a-Lunch Coordinator
 - o no update for now, but please continue to come help on hot lunch days!
- Grade 6/7 Outdoor Education Fundraising Coordinator (pizza days)
 - o no update for now, but please continue to come help on pizza days!
- Grade 7 Farewell Committee
 - o 1-1.5 hour assembly
 - o photos for families, donated by Marvin!
 - o Entertainment by Rock'n'Beau \$800
 - o Decor \$500
 - o Gift bags for Grade 7's (bags, yearbooks, sharpies, magnets) \$2400
 - o Westwind Staff Appreciation Luncheon (M&M Meats) - 36 staff are signed up! Total budget \$1200-1300 for food.
 - o 69 students this year - double last year's class! Per student cost last year was \$50, this year it's \$63 per student (including the yearbook)
 - o Clean-up
 - o "After Party" at the Hogshack in Steveston (3:30-5:30pm optional activity, funded by Grade 7 parents)
- Parent Dance Committee 2.0
 - o 120/150 tickets were sold in the early bird period, plus 4 tickets since then - only 26 tickets left.
 - o The committee is on track to meet (and maybe surpass) last year's funding goal.
 - o There will be a 50/50 draw
 - o No appies, just late-night snacks (pizza and donuts)
 - o Beer from Britannia & 5-Roads
 - o If anyone has baskets, we could use them!
 - o Silent Auction items will need to be picked up the next day at the Juice Truck backyard, with money e-transferred to the PAC account **with a note saying what it is for** (or you can pay in cash).
 - o We could also use more volunteers for set-up and clean-up! Let the committee know (Meghan, Alanna, Tasha)
 - o The event will be cash only.
 - o If you can't attend, but want to support, donate through munch-a-lunch
- Playground Committee
 - o Official "Grand Opening" will be tied into the Westwind Community Carnival
- Yearbook Committee
 - o 200 yearbooks have been ordered (not including the Grade 7's)

5. Other Business

- Westwind Community Carnival is happening Friday, June 14 from 3pm-5pm. Sign up to volunteer here: <https://volunteersignup.org/B47ED> This event is generously funded by a Richmond Community Celebration Grant.

6. Administrative Report

- Thanks to everyone for a great year!
- Staffing: Susan will be stepping into the role of Principal next year, with Ellen Reid joining as VP.
- We have 19 divisions currently, but are slated for 18 divisions for next year. Numbers may go up, so we're asking for information earlier rather than later so that we can accurately staff for next year. All the schools around us are full, but we have physical space, so we're the 'overflow'.
- We have a posting out now for Grade 5/6
- Mr. Riddell & Mr. Juhasz are retiring
- Mr. D'Avignon is going to move to Grade 6/7
- Our temp contract teachers will be leaving at the end of the school year: Ms. Wijayakoon (3/4) and Ms. Belleau (3/4)
- We have a new noon hour supervisor, Nikki Chow
- We have a new EA, Mika Saito.
- We will have 9 EAs next year.
- We're going to pilot a change in order for lunch, so students eat lunch with student monitors first, then head out to play. They would then come back to class with their teacher there to help them regulate or resolve situations that may have occurred during lunch.
- The final learning update is coming up for June. This may be an overall summary, more than evidence of new learning.

Q: Is it possible to have nuts in classrooms where there are no students with nut allergies?

A: Bill will investigate this further - there may be some flexibility.

Q: Is it possible to go back to inside drop-offs? There's value in families being able to see how their students interact with the teacher and other students in the classroom.

A: This is one of the changes that has been perceived as positive by educators as it allows for a smoother beginning to the school day. It seems like there are still opportunities for exchanges between parents & teachers. We can continue to chat about it!

7. Adjournment: Motion to adjourn moved Jamie, seconded Gina. PASSED.

Thanks everyone!

Meeting adjourned: 7:58pm.