

Westwind PAC May Meeting Minutes

May 26, 2025 @ 6:30pm via TEAMS

Meeting called to order: 6:32pm

Welcome and Introductions

1. Approval of the Minutes from last PAC Meeting ([April 2025](#)): moved Desy, seconded Somaiah, **PASSED**.
2. Chair's Report
 - Lots of good reminders recently about why the work of the PAC is important. The parent dance/social was a great community builder and successful fundraiser - thanks to the organizing committee! New people are also stepping up to get involved, which is a good sign for our community.
3. Treasurer's Report
 - Presentation of [April Financial Report](#) & [End of Year Forecast](#)
 - MAL income is inflated because the expenses haven't come out yet, as per usual. Carly has the updated classroom contingency numbers, so staff are aware of how much they still have to spend. We are still waiting for receipts for some expenditures.
 - The tech/capital project line item for this year is going towards the projector in the multipurpose room and the outdoor speaker (both invoices pending).
 - We purchased leases for 3 carts of ipads & laptops (\$13,000) three years ago, and this is coming to a close this year. In the fall, we'll have to decide to either renew the lease or buy them out. The price for buying out the ipads is \$125/ipad (x30). Leasing again would be more expensive (\$15,000 for 4 years). Staff need to give input on which route to go (since the tech is aging).
 - McMath isn't going to be able to build our mud kitchen this year. We can have the district make one (which is quite a bit more, but has the upside of the district maintaining it over time), but we also have a parent ready to make one, which could be done a lot cheaper and quicker. If repairs are needed, it would need to fall on parents. We can proceed with this option, understanding that parents will step in for repairs as needed.
 - Picnic tables have arrived and are just awaiting assembly at the works yard - they're coming soon!
 - We will have a generous surplus for next year. We keep \$5000 for startup in September, plus the \$4000 allocated to outdoor education for the fall of 2026. We should have a surplus in addition (currently looking like \$7,229).
 - Motions to allocate remaining 2024/2025 funds as follows:
 - Allocate an additional \$1000 to cover the full sports equipment invoice: moved Jordan, seconded Thomas, **PASSED**
 - Allocate \$1000 to fund school teams & clubs: moved Jordan, seconded Jamie, **PASSED**
 - Allocate all remaining surplus to a future project to further rejuvenate the outdoor space at Westwind: moved Jordan, seconded Tasha, **PASSED**
4. Committee & Coordinator Reports
 - Fundraising Committee (Tasha)

- o We did the last snack day outside after school, which was a new way to do it. It was a bit chaotic at first, but it raised about \$550 (about \$200 less than usual, but likely an easier day for the teachers having it at the end of the day). Discussions will happen about how to do future snack days.
- Munch-a-Lunch Coordinator (Jessica)
 - o Jessica has done all the hot lunches this year, which is a huge job. Thank you for your hard work!
- Grade 6/7 Outdoor Education & Grade 7 Farewell Fundraising Coordinator (pizza days)
 - o Jessica did the pizza days this year too - thank you!
- Grade 7 Farewell Committee (Catherine)
 - o The committee is doing a coffee & tea fundraiser to subsidize the farewell celebration - info being sent out soon! Rock 'N Beau is going to DJ the event and lunch plans are in the works. If folks have decorations to lend, please reach out to westwindfarewell25@gmail.com.
- Parent Dance/Social Committee (Meghan B.)
 - o Great event - really smooth evening, volunteers on hand. The silent auction was a huge success - raised \$7200! Total profit was just over \$10,000. The team was amazing - thank you! If you want to join the organizing committee, reach out next year!
- Yearbook Committee (Meghan H.)
 - o Today is the last day to purchase! The committee has been working hard to get things together and include the track meet today in the pages. Next year, the committee would love to have a Grade 7 pages coordinator for next year.

5. Other Business - none

6. Administrative Report

Susan

- **Staffing/School Organization:** we will have 2 divisions less next year (418 students down from 455). This is unusual for us! There are only 26 incoming K's, which is a smaller cohort than usual. This could change with summer registrations.
- **Mrs. Chies & Mrs. Hayre** are both retiring this year - congratulations! We will celebrate them at the year-end assembly. **Ms. Wilshire** will also be leaving as she's been in a temporary contract.
- **Ms. McKittrick** will be joining the Westwind team from Hamilton Elementary - welcome!
- **Mrs. Bhargal** will be on leave next year, so there will be a temporary position posted for her for the fall.
- **Class placements:** the main goal for the school is to create mixed and balanced class groupings (academically, socially, emotionally, language learners, strengths, needs, leadership potential, friendships/potential friendships, etc). The whole school team will work together to try and make the best choices; it's a very complex process. Sometimes, strong friendships aren't always best for the learning environment. The school will share the placements when they are ready - please don't assume that what is posted in MyEd is final if you access it early. The school will work to ensure that placements provide a positive classroom experience for everyone!
- **School Messenger:** text Y to 978338 to receive updates via text message.
- **Track & Field:** turned into a beautiful day!

- **Welcome to K event:** really great day with families and students!

Ellen

- **Learning Updates:** a year-end snap shot - where students are at on the proficiency scale for each subject. These will be briefer than the first two learning updates.

Upcoming dates: available on the school website: <https://westwind.sd38.bc.ca/>

7. Adjournment: moved Thomas, seconded Jamie, PASSED

Meeting adjourned: 7:45pm

Next meeting: *details to be determined by the incoming PAC Executive.*

Happy summer to all Westwind families!