**Prospect Lake Elementary PAC Meeting Minutes**

**Tuesday, September 19, 2017, 7:00 – 8:00 pm**

**In Attendance:**

Amy Greenfield

Andrea Rantucci

Breann Pollock

Cameron Fraser

Chris Reiter

Colleen Craig

Derrick Donaldson

Desiree Davies

Erin Egan

Erin Toplak

Harp Hornett

Heidi Reiter

Ian Hallas

Jenny Eastman

Jon Waters

Jude Coates

Nina Heft

Sam Beecher

Shelly McIntyre

Sheri Ramsay

Shyla Hocker

Suzanne Richards

Tina MacDonald

Tracy Johns

Tricia Schaddele

Tynke Landsmeer

Vanessa Kriberg

1. **Welcome, Introductions, Approval of Agenda, Meeting reminders**

Welcome by Tynke. It’s so great to see such a large group. Introduction of executive. Sam moved to accept the agenda and it was seconded by Andrea, approved.

1. **Overview of Prospect Lake School, Question & Answer Session – New Principal, Anita Ko**

Smooth start. Kudos to the ground crew, teachers and parents. 231 students as of today. 3 new classrooms. See attached report for details. Waiting for a portable- services ready and dug but should arrive soon. Class that’s in the lab will move into the portable. 56 kindies this year and we have added more supervision outside. Very little storage and space. Itinerant teachers are sharing a small space and rotating schedules.

A vice principal has been approved. For this year it will be internal and temporary and in May a permanent position will be posted.

The computer lab will not return to a lab after the portable arrives. The goal is to purchase more Chrome Books and iPads to be used in the classrooms to keep up with technology. Prices and priorities outlined in attached Principal report.

Prospect Lake is receiving a student learning grant of $7500. This came from the government and is a one time grant. One idea is to spend as much as possible on iPads.

Looking at leadership opportunities partnering with Power to Be. Starting with the Grade 4/5 children. Other leadership opportunities are outlined in the report.

Looking at possible Grade 4/5 students to help walk Kindergarten children from drop off lane into school.

Question from Sam about guidelines around technology in the classrooms. Anita says that yes, in the district there are programs that can be used. Amount of time being able to access is a concern by staff to not fall behind in technology due to not enough computers for the amount of children.

Terry Fox run time TBA.

The Atrium is now a learning space so parents are asked to wait outside instead of coming in to pick up at the end of the day. Tynke asked if we could look at having benches outside for parents to meet. 3 EA’s are available in the mornings for supervision. 3 or 4 are supervising at recess times.

1. **Parking issues – Sheri Ramsey**

Safety and parking are issues currently. Letters were put in to try to address the issues of road parking (people can’t get around), but no room in lot, school district says that parking is Saanich issue and vise versa. We can be part of Active and Safe Routes to school initiative through Saanich. It is an assessment (police, municipality, parents, Gabby etc.). They will sit down and discuss the issues regarding the intersection. Another option is to liaise with our school police liaison to see if we can do signs, crossing guard program to try to make it safer. Even though parking on Prospect Lake Rd is blocking the sidewalk it’s our safest option.

Doing the assessment is our best chance to be heard and have some action about the issues. They will get back to Anita on Friday and the follow through should happen in October. Sheri Ramsey will keep us informed. If you see anything unsafe please document it and keep track so we can have a paper trail of issues. We can look at the bigger issues of rural Saanich roads. The community group is called Livable Roads for Rural Saanich. We will revisit this issue again next meeting. Email the PAC at if you have concerns/observations.

1. **Treasurer’s Report Sam Beecher**
* 2017/18 Budget

This is a brief update. We will have a better idea of what we want to spend and raise after the staff wish list and Principal requests. See attached budget for details. We have almost $20,000 to start the year. We made 23,719.73 last year.

1. **President’s Report**

We are skipping some fundraisers this year. No popcorn, magazines, plant sales or specific Grade 5 fundraisers. We have new books (700) that need to be mac tac’d. Watch for updates to when/where the mac tac ‘parties’ are. Corn roast is on Thursday. It’s a great community event. Please come. Desiree has been trying to inventory and organize earthquake preparedness materials. Please see Tynke or Desiree if you can help.

* Principal’s Fund

This is for families that are in need to help with things like hot lunch etc. This is left to the discretion of Gabby and Anita to disperse as needed. Tynke asked to put $500 in. Nina moved to spend $500, seconded by Amy. Approved.

* Staff wish list –decision process

We will have this by next meeting and we can go through item by item and vote. New classrooms will receive up to $200 for set up (toys, supplies etc.) All teachers can submit other requests.

* Parent Education Speakers – suggestions

School liaison next month. Please send an email prospectlakepac.bc.ca with suggestions/requests.

* Halloween Dance Committee needed – Friday, Oct 27

Evening dance 5:30-8:00. Kids can come in non scary costumes. 2 DJ’s and a big dance floor. Food etc. but we need helpers in order for this to happen. Please see Tynke if you are willing to help organize, plan and volunteer.

1. **COPACS – Amy Greenfield**

All parents are welcome at monthly meetings. Trustees, teachers association, other schools, principals etc. will be present at those meetings. Working collaboratively to see if we can cooperate and organize to make things easier. Meet at the district resource center behind Keating. Every first Thursday of the month.

New Superintendent will be introduced at the new meeting. Please come or send questions that you would like answered through Amy. Speakers are often at these meetings too. Sometimes there is more opportunities to have speakers at our own pac meetings if we are able to share with other pacs. There are two seminars coming up. One on mental health and one on the opioid crisis. Check the COPACS site for details and dates.

**Immediate need for Volunteers: contact prospectlakepac@sd63.bc.ca**

* Morning Watch –every morning

This will need to start in the next couple of weeks. We need about 9 volunteers for this to work.

* Halloween Dance Committee

Help is needed in order for this to proceed. Please email prospectlakepac@sd63.bc.ca if you are able to volunteer.

* Melissa would always appreciate help with the library, shelving books from the trolley by the check-out counter.
* Mac Tac- ongoing process 700 books need to be covered. Watch for email updates about dates/times for work parties. Younger children welcome to play while parents work.

**Upcoming PAC Meetings: 7:00 pm Prospect Lake Library**

* Thursday, October 19 (budget meeting, voting on staff wish list)
* Tuesday, November 21
* December – no meeting

**Your PAC Executive**

* Members at Large – Suzanne Richards, Ian Hellas, Andrea Rantucci
* COPACS Liaison – Amy Greenfield
* Secretary – Tracy Johns
* Communications – Victoria Santiago
* Grade 5 liaison - Jon Waters
* Treasurer – Sam Beecher
* Vice President – Shelly McIntyre
* Co-President – Alicia Pine & Tynke Landsmeer

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**Please help us raise funds for our children and school with these ongoing fundraisers:**

* Please save your receipts from **Country Grocer** and your **Canadian Tire money**. Place them in the bin on Secretary, Mrs. Blackwell’s desk
* If you shop at **Cob’s Bread**, please mention Prospect Lake School before you pay. 5% of what you spend comes back to the school.
* If you shop at **Peninsula Co-op** or buy gas at **Save on Gas**, please quote membership number#79184
* **Red Barn gift cards**: we offer these for sale each month and Red Barn gives the school 10% back.
* Please make sure to thank these local businesses for the support they provide our school.