

PLES PAC General Meeting Minutes
Tuesday September 18, 2018
7:00 – 8.25 pm

In Attendance:

Krista Barnabe, Rebecka Ibbotson, Paula Hesje, Andrea Rantucci, Shannon Eastman, Jenny Eastman, Ian Hallas, Nina Heft, Tracy Johns, Sarah Angus, Sam Beecher, Shannon Byblow, Sheri Ramsay, Harp Hornett, Wendy Bird, Desiree Davies, Shelly McIntyre, Tynke Landsmeer, James Weckend, Carolyn Ensing, Jude Coates, Vanessa Kriberg, Suzanne Richards, Jennifer Snow

Guests: PLES Principal- Anita Ko, Vice Principal- Sat Lail

CALL TO ORDER: 7:00pm

1. **Welcome:** Tynke Landsmeer- Welcome to members, current and new families. We acknowledge the WSANEC people on whose land we work, learn, and play.

- PAC Executive Introductions
- Meeting Reminders
- Approval of May Minutes: Jenny Eastman, Carolyn Ensing
- Approval of Agenda: Nina Heft, Desiree Davies

2. **Principal's Report** - Anita Ko, Vice Principal- Sat Lail

- See attached
- Overview of Prospect Lake School
- Question and Answer Session- Review of protocol during a hold and secure situation/lockdown at the school with regards to phone calls. Phones are answered during a hold and secure but not during a lockdown. Anita discussed how both situations are explained to students during drills. Students are given factual and minimal info as to not cause concern.

3. **Treasurer's Report**- Carolyn Ensing

2017/2018 Overview

- Fundraisers: \$ 13,886.57
Gaming: \$ 4,140.00
Total: \$ 18,032.64
- Expenditures: Staff Wish List: \$ 16,447.81
Misc total: \$ 4,110.08
Total \$ 20,194.84
- Bank Account: \$18,979.49
Outstanding cheques: \$ 285.12

Net Balance: \$18,694.37

4. **President's Report**

- Extra Classroom Funds: Last year we decided to spend less on class room funds and more on fieldtrips. The teachers spent way more than the \$10 per child and were wondering if we can pay more this year for class funds. This year we will propose to pay \$25 per child.
- Staff wish list: Anita Ko will prepare a list with wishes and the PAC will vote on that list next meeting. If the PAC has suggestions to spend our money on, then we can vote on them too.
- Proposals for fundraisers: Parents can provide suggestions. If there is not adequate number of volunteers for a fundraiser then it will be cancelled. If parents cannot access computer then they can sign up with Gabby. Fundraiser ideas: Movie night. Have parents donate Halloween Costumes and sell at Corn Roast next year. Will need to ask for costume donations after Halloween this year.
- Principal's Fund for families in need. Last year some parents also personally donated to help Gabby to stock fridge. Motion to approve donation of \$200.00 to the fund- Sheri Second: Sam. The money raised last year from the donation button on the hot lunch site raised enough money to cover hot lunches only. A suggestion was made that a button could be added to the Art Card fundraiser as well to help raise funds for a Christmas donation for gift cards.
- Halloween Dance Committee: Friday Oct 26th. We have the DJ's, Concession lead, and Decorating lead all in place. Still looking for volunteers to help decorating or with concession on the day itself.
- Corn Roast: PAC table provided with free coffee and tea.
- Playground Safety/Lunch Monitors: Playground supervision- students need support in dealing with issues that arise. A new crossing guard has been added in the morning. Kindergarten walkers are available. Also one adult is present per two classes for supervision at lunch. Concern as to whether the Grade 4 and 5 students have adequate training to deal with issues that may arise at lunch hour eg. choking or allergic reaction. A training sheet has come home with some students. Parent volunteers are not a option as they need to be hired to perform the task. Concerns should be discussed directly with Anita. Question as to whether this is a district or funding issue? Is there a district standard? Is there written policy? COPACS meeting is a good place to start to gather this information for parents who want to pursue the issue.
- Parent Education Speakers: We need ideas. COPACS will organize speakers as well.

5. **COPACS-** Cameron Fraser: Report sent by Cameron as he is away.

Superintendent is invited for next months meeting. Election for school trustees is occurring-find out who is running and vote. Need volunteer to attend next months COPACS meeting as Cameron is away. Policy 1100 meeting is open to parents on Oct 24th. It concerns student's voice and control in education.

6. **Walk/Bike to School** in October-Jude Coates

- Jude is working in conjunction with the CRD and Saanich to organize events.
- Walk and Wheel to School Week Oct 1-5th. Volunteers are needed to organize posters and emails. Sheri will help organize.
- Drive to Five will be initiated Tues morning Oct 2nd from Whitehead Park and may be ongoing weekly, depending on the interest of parents. Goal is to reduce congestion at the school parking lot. Volunteers will need to be stationed at the park to help organize parents and students to walk safely in groups to the school. Prospect Lake Hall parking lot is also available but is not safe enough for walking, because there is no side walk. A bus would be needed to transport students to the school.

7. **Comments/Concerns:**

- Is it possible to create easier access for parents of younger children which would allow them to walk children to classrooms and drop-off? Using the ring at front of school would create too much of a bottle neck. Parking problems are a much larger issue that needs to be addressed.
- Future changes that affect the school include the reconfiguring of the intersection at Prospect Lake Road and W Saanich. Changes will eventually be made to Prospect Lake Road that will result in even less space for parking.
- Parent should sign up their children for the bus even if they do not ride as this could possibly influence and increase bus routes.
- A locked PAC box will be available at the main entrance for parents/children that want to drop off forms and/or money.
- Question as to whether there will be a school musical this year? Teachers are thinking about different options.
- For the agenda next month: Is wifi access being used for iPads in the classroom?
- Question as to whether Youtube is being accessed and/or monitored on the computers during center time? The issue needs to be discussed with the child's teacher.

Immediate need for volunteers: sign up at <http://PLES.hotlunches.net>

- Morning watch-every morning
- Halloween Dance Committee- Decorating
- Hot Lunch
- Class Reps- we are still looking for a class rep for Div 5, ms Baily.

Upcoming PAC Meetings: 7:00pm Prospect Lake Library

- Thurs October 11 (budget and voting on staff wish list)
- Tues November 13
- December no meeting

The door price (a basket with lots of jam, granola and salsa) goes to Krista Barnebe:
Congratulations!

Meeting Adjourned: 8:25