

Prospect Lake Elementary PAC Meeting Minutes
Tues Feb 18th, 2020 7:00-9:00 pm

In Attendance:

Harp Hornett, Ian Hallas, Carolyn Ensing, Wendy Bird, Desiree Davies, Sarah Angus, Krista Barnabe, Andrea Rantucci, Erin Haydl, Natasha Crawford, Trish Smith, Jennifer Snow, Shelly McIntyre, Nina Heft

Guests: Principal Anita Ko, Vice Principal Sat Lail

CALL TO ORDER: 7:00

1. **Welcome:** Shelly McIntyre - Welcome to members and parents. We acknowledge the WSA NEC people on whose land we work, learn, and play.

- Approval of Agenda: Nina Heft, Carolyn Ensing
- Approval of Minutes: Sarah Angus, Harp Hornett

2. **Principals Report:** Anita Ko, Sat Lail

- See attached
- Natasha offered to donate pink flowers for Pink Shirt Day.
- Anita spoke with the superintendent in regards to having more custodian hours at the school during school hours.
- Yvonne and Krista would like to start up and moderate a Prospect Lake Pac Facebook page. It could provide secondary information for parents and requests for last minute volunteers for such things as Hot Lunch.

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

- See attached
- PAC Account \$27,334.50
Cash on Hand 6.00
Gaming Account 6,637.44
Total Assets \$33,977.94

4. **Presidents Report:** Shelly McIntyre

- Art Cards- Orders due April 9th. Art is due from teachers April 17th. The cards will be available the week of May 4th.
- Spring Flowers- Growing Smiles. Delivery time is around May 7th.

- Purdy's- Delivery will be the week before Easter. March 29th is the deadline for ordering. Holly is the lead.
- Staff Lunch- May 28th Yvonne and Natasha are the leads. We need to discuss themes, decorations and music. Would the Taber family be available for music?
- Country Grocer Receipts- Gift cards are now donated to the school instead of cash. This money has been used to pay for the Grade 5 camp trip in previous years. Do Grade 5's need to pay for camp and/or fundraise? Grade 5's could fundraise at Spring Fair? Gift cards could be sold for cash. Does the PAC need to fundraise for this trip? Shelly will speak to Anita about what funds are needed and what should be done with the giftcards.
- Classroom Funds- Motion to top off funds at \$200.00 per classroom. Nina Heft second- Trish Smith All in favor.

Would teachers like to have more money at the beginning of the year? This may propose a challenge as fundraising money available will change year to year. We could consider asking for feedback from teachers as to how extra money could be used? This may be difficult as teachers do not know what field trips etc they plan on providing at the beginning of the year.

- Nature Playground- Could we review where the funds go and consider covering costs for soil for the garden beds? Teachers have paid for the soil in the past. We could include this on next year's budget. The pink PAC request forms could also be used by the teachers to request additional funds to cover soil costs.
- Spring Fair- Wendy and Krista are leads for the silent auction. Class reps are to send letters to parents asking for donations to the Silent Auction. We have an inflatable obstacle course rented (70 feet, height restriction). Field games are also available such as bean bag toss, connect 4 and hula hoops. We would need to decide which games to use. Field games would be at no charge?

We need to decide on whether to sell tickets and/or wristbands. Kids under 5 free? Facepainter could be hired for \$25/hour or could ask for volunteers.

Natasha would be willing to donate a balloon arch.

Dunk tank- Yvonne has booked one for \$150.00.

Cake walk- Jen lead, will need another person to learn to run it for next year.

A Band may be available to play music.

Gaming license is needed for Silent Auction. Carloyn will organize the licence.

Concession- Andrea is the lead. Food trucks are a good idea at some point but may not be enough room this year with the changes occurring in the schoolyard.

Indoor plant sale- Natasha would provide plants for this sale. A tent could be used to have the plants for sale in the schoolyard.

Bottle drive at Spring Fair for Grade 5 fundraiser? It would be better if it was done on a different day.

4. **COPACS report-** no report, meeting is later this month.

Immediate need for volunteers: sign up at <https://ples.hotlunch> or email prospectlakepac@gmail.com

- Spring Fair Planning
- Staff Appreciation Lunch

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

- Thurs, March 12
- Tues, April 21
- Tues, May 12

Meeting Adjourned: 8:25

	Planned Budget Amounts			Actual as of 18 Feb 2020			Variance
	2019-2020- Income	2019-2020 Expenses	2019-2020 Totals	Income	Expenses	Totals	
Gaming Grant	\$ 4,940.00		\$ 4,940.00	\$ 4,940.00		\$ 4,940.00	\$ -
Interest	\$ 5.00		\$ 5.00	\$ 3.83		\$ 3.83	-\$ 1.17
Hockey Pool	\$ 120.00	\$ 25.00	\$ 95.00	\$ 234.41	\$ 25.00	\$ 209.41	\$ 114.41
Halloween Dance	\$ 3,500.00	\$ 1,400.00	\$ 2,100.00	\$ 3,777.22	\$ 1,264.09	\$ 2,513.13	\$ 413.13
Hot lunch	\$ 11,000.00	\$ 7,500.00	\$ 3,500.00	\$ 11,290.03	\$ 4,440.86	\$ 6,849.17	\$ 3,349.17
Magazines	\$ 750.00		\$ 750.00	\$ 141.18		\$ 141.18	-\$ 608.82
Red Barn Cards	\$ 5,000.00	\$ 4,500.00	\$ 500.00	\$ 4,186.12	\$ 2,970.00	\$ 1,216.12	\$ 716.12
Donations	\$ 575.00		\$ 575.00	\$ 500.00		\$ 500.00	-\$ 75.00
Art Cards December	\$ -	\$ 800.00	-\$ 800.00	\$ -		\$ -	\$ 800.00
Purdy's Christmas	\$ 800.00		\$ 800.00	\$ 1,174.16		\$ 1,174.16	\$ 374.16
Purdy's Easter	\$ 400.00		\$ 400.00	\$ -		\$ -	-\$ 400.00
Clothing	\$ 2,000.00	\$ 1,500.00	\$ 500.00	\$ 1,849.05	\$ 1,349.93	\$ 499.12	-\$ 0.88
Basket Raffle	\$ 2,000.00	\$ 10.00	\$ 1,990.00	\$ -		\$ -	-\$ 1,990.00
Winter flowers	\$ 2,000.00	\$ 1,500.00	\$ 500.00	\$ 2,037.54	\$ 1,478.12	\$ 559.42	\$ 59.42
Monk Office	\$ 500.00		\$ 500.00	\$ 670.15		\$ 670.15	
Bottle Drive	\$ 2,000.00		\$ 2,000.00	\$ 1,924.60		\$ 1,924.60	-\$ 75.40
Spring Fair	\$ 2,500.00	\$ 1,000.00	\$ 1,500.00				
Spring Art Cards	\$ 1,600.00	\$ 400.00	\$ 1,200.00		\$ 431.36		
Spring flowers	\$ 1,000.00	\$ 850.00	\$ 150.00	\$ -		\$ -	-\$ 150.00
Subtotal	\$ 40,690.00	\$ 19,485.00	\$ 21,205.00	\$ 32,728.29	\$ 11,959.36	\$ 21,200.29	-\$ 4.71
Planned Expenses							
Gifts		\$ 450.00	-\$ 450.00		\$ 169.88	-\$ 169.88	\$ 280.12
BCC PAC		\$ 75.00	-\$ 75.00		\$ 75.00	-\$ 75.00	\$ -
Teacher's lunch		\$ 200.00	-\$ 200.00			\$ -	\$ 200.00
Coffee morning			\$ -			\$ -	\$ -
Executive Costs		\$ 150.00	-\$ 150.00			\$ -	\$ 150.00
Miscellaneous		\$ 200.00	-\$ 200.00	\$ 16.90		\$ 16.90	\$ 216.90
Staff Wish list		\$ 10,536.00	-\$ 10,536.00		\$ 1,675.51	-\$ 1,675.51	\$ 8,860.49
Principal's Fund		\$ 200.00	-\$ 200.00		\$ 200.00	-\$ 200.00	\$ -
Classroom funds		\$ 6,500.00	-\$ 6,500.00		\$ 6,500.00	-\$ 6,500.00	\$ -
Emerg Preparedness		\$ 2,000.00	-\$ 2,000.00		\$ 1,818.25	-\$ 1,818.25	\$ 181.75
Hot Lunch Program		\$ 315.00	-\$ 315.00			\$ -	\$ 315.00
Subtotal	\$ -	\$ 20,626.00	-\$ 20,626.00	\$ 16.90	\$ 10,438.64	-\$ 10,421.74	\$ 10,204.26
Total	\$ 40,690.00	\$ 40,111.00	\$ 579.00	\$ 32,745.19	\$ 22,398.00	\$ 10,778.55	\$ 10,199.55
*\$500 allocated to reserve fund to upgrade the nature playground not included in the figures above							
** Does not include an additonal \$2000 for IXL Math over the next 2 years							

Staff Wish List						
Item	Amount	Approval Date	Spent	Available	Notes	
Artist in Residence	\$875.00	10-Oct-19	\$ -	\$875.00		
Guest Speakers	\$500.00	10-Oct-19	\$ 250.00	\$500.00	Chinese New Year	
Student Leadership	\$300.00	10-Oct-19	\$ -	\$300.00	3 x Pizza lunches	
Goldstream Field Trip	\$700.00	10-Oct-19	\$ -	\$700.00		
Skating Trip	\$580.00	10-Oct-19	\$ -	\$580.00		
Science Ventures Presentation	\$700.00	10-Oct-19	\$ -	\$700.00		
Honorariums for First Nation speakers	\$200.00	10-Oct-19	\$ -	\$200.00		
IXL Math	\$1,000.00	10-Oct-19	\$1,000.00	\$ -		
Red Cedar and Chocolate Lily books Grade 3/4/5	\$500.00	10-Oct-19	\$ -	\$500.00		
Outdoor equipment (balls)	\$425.00	10-Oct-19	\$450.00	-\$25.00		
GAGA ball	\$4,000.00	26-Nov-19	\$ -	\$4,000.00	Increase from \$1400	
Ikea paint sets	\$280.00	10-Oct-19	\$ -	\$280.00		
Outdoor table top games	\$250.00	10-Oct-19	\$ -	\$250.00		
Classroom funds (\$25 per student)	\$6,500.00	10-Oct-19	\$6,500.00	\$ -		
Total	\$16,810.00		\$7,950.00	\$8,860.00		
Nature play area expansion	\$500.00	11-Oct-19	\$ -	\$500.00	Reserve Fund	
IKL Math	\$2,000.00	11-Oct-19	\$ -	\$2,000.00	\$1000 for each of next 2 years	
In-Year Requests						
Item	Amount	Approval Date	Spent	Available	Notes	
Music wall	\$226.00	27-Sep-19	\$225.51	\$0.49		
	\$ -			\$ -		
	\$ -			\$ -		
Total	\$226.00		\$225.51	\$0.49		
Total Staff Wish List	\$10,536.00		\$1,675.51	\$8,860.49		
Additional Requests						
Item	Amount	Approval Date	Spent	Available	Notes	
Principal's Fund	\$200.00	27-Sep-19		\$200.00		
				\$ -		

Total	\$200.00		\$ -	\$200.00		
Year Total	\$17,236.00					

FEBRUARY UPDATE

Acknowledgements to PAC: Staff thank the PAC for the money for the seeds and support with guest speaker last month around Chinese New Year for classes. Support toward paying for busses to the skating field trip is greatly appreciated by students and staff. Thank you to PAC for having representation at the annual Policy 1100 Parent Involvement Meeting last month. Lots of courageous students in the district who presented.

Monthly Assembly –This month, Div. 11- Mrs. Harward and Div. 8- Ms. Gregory’s classes presented a great video about ways to be kind, as an example of the virtue **-compassion**. Prospect Lake has been given the challenge to engage in random acts of kindness this month.

We will be also be participating in **POWER OF PINK Feb 26**

As part of Prospect Lake Beliefs, we *take care of ourselves, each other and this place*. We focus on acceptance, kindness and respectful interactions with one another. Everyday our students and staff work to live our beliefs. The Power of Pink (also known as Pink shirt day) will be on Feb 26 and carries a message that ties well with our work around Kindness and Respect. Students and staff are welcome to wear Pink on this day to support “Power of Pink Day”.

Presentations and Activities this month

- **Guest Author- Jillian Roberts** talked about the writing process and shared her book that reinforced the message to be kind and to stand up for others.
- **Learn not to Burn-** All Grade Ones participated in a fire safety presentation with our Saanich Fire Department.
- **Chinese New Year** - All Classes had guest speaker, Mrs. Beattie share traditions and celebrations around Chinese New Year.
- **Valentine’s Day** Lots of celebrations of friends and kindness last week amongst students and staff.
- **Skating** – All classes had the opportunity to go for a skate at Panorama. Thank you to those who were able to come help tie skates and hold onto some hands while little ones attempted to skate.
- **Sports for Kids-** Continues to happen on Wed and Friday morning at 8
- **Basketball** Feb 5 and Feb 12 games against Cordova Bay; Feb 19 against Lochside
- **Indigenous Education** Each class will be working to learn about the Wasanec Territory and introduction to the local First Nations Land with our District Educational Assistant Coordinator

GAGA Ball- Thank you to the Saanich Grounds crew for installing our court. We will be training 2 students from all classes to be the “go to” students around rules. It’s almost open!

Professional Development Feb 14- some staff attended workshops on topics such as Wellness in the Workplace, Literacy Differentiation, Guided Math, Robert Bateman -Sketching in the outdoors. Some staff were presenter at the Tri-district Tapestry Conference. Teacher Book Club- *Powerful Understandings* by Adrienne Gear is currently underway.

2020 Student Satisfaction Survey

The information is very helpful for others like the Ministry of Health, who use it to improve health services for children across BC. Your participation is an important contribution to improving the educational experiences of children. The survey currently has the same questions regardless of your child's age, although we recognize that there may be a need to have a version for parents of younger children and one for parents of older children. On this survey, you are welcome to not answer any questions you feel do not apply to you or your child. It is important for you to know that your information is protected under Freedom of Information and Protection of Privacy Act. This survey is voluntary and your response is encouraged, not required. Please do not include any third-party information (e.g. talk about other specific people) survey or any personal information about yourself. If any personal or identifying information about yourself or others is included it will be deleted before results are processed and stored. Data will be stored in Canada and accessible only within Canada. If you have multiple children in the BC education system, please feel free to complete a survey for each child, even if they are at the same school. We will ask a few demographic questions at the beginning of the survey. Your responses are anonymous; your child will not be identified as a result of your participation in the survey. We sincerely appreciate your input and thank-you in advance for your participation.

Here is a link www.bced.gov.bc.ca/sat_survey/access.htm

Password call the school 250-727-3314

Open Jan 20 – May 10

UPCOMING DATES

Feb 19	Basketball game
Feb 20	Vaping Awareness – A Parent Education Night, 7:00-8:30 pm at Bayside Middle School
Feb 24	Basketball Game
Feb 25	NEW***ELL Potluck Royal Oak 6-7:30
Feb 26	NEW ***Pink shirt day
Feb 26/27	Early dismissal 1:48
March 6	District Basketball Jamboree
March 11	District Swim meet
March 12	Report Cards
March 16-27	Spring Break

