MINUTES
Deep Cove PAC Executive Meeting
November 21, 2012

Present:
Treasurer: Monica Copeland
Secretary: Susan Adam
Parent Education: Kim Bull-Chambers
Christmas Fair: Lesley MacLaughlin
Special Events Coordinator: Shealyn Jackson
Volunteer Coordinator: Stacey Rees
Website: Annilee Armstrong
Principal Erika Moser
4 parents

Absent:
President: Lisa Makar
COPACS: Melissa Drolet
CPF: Susan Fidyk
Newsletter: Deborah Rogers
Vice Principal Warren Hamm

1. Call To Order:
- President Lisa Makar was ill.
- Treasurer Monica Copeland chaired the meeting and called the meeting to order.

2. Additions to Agenda:
- Update on Emergency Preparedness.
- Update on School Logo Clothing.
- Lost & Found

3. Approval of minutes from previous meeting:
- Lesley MacLaughlin approved the minutes.
- Shealyn Jackson seconded.

4. Business from previous meeting:
No.

5. Reports
a) Principal Erika Moser
- On behalf of the staff, thank you to the Pac and Executive for the Special Funding Request process.
- This month's virtue: Peacefulness.
- Report Cards due by Nov 30/12.
- Goal of the Year: Social Responsibility
    - Virtues Project
        - Family groupings with various Grade levels; Gr 5 leading group.
        - Intent is teams throughout the year for various events.
    - Roots Of Empathy: Baby Brennan
        - Cathy Challinor and K students.

        - 4 visits/month so students can witness stages of development.
    - Green School Initiative
        - Planet Protectors.
        - Wasteless Wednesdays.
        - Turning off lights.
        - Composting; Gr 5 leaders
    - Healthy Living
        - Daily PE.
        - Walking Wednesdays.
        - Teachers are starting community walks.
        - Horth Hill and creek visits.
        - Fruits & veg program
- Soccer jamboree next Tuesday/Wednesday.
- Mme. Irwin starting up primary soccer.
- Basketball coming in December Gr4/5.
- Clubs: chess, scrapbooking, knitting
- Jan 12: next Gr 4/5 bottle drive
    - Post-holidays empties!!!
- Craig Pearson to make a sandwich board for out on the street???
- Safety concern from the church across the street:
    - Church representatives wrote a letter to the school and would like it to appear in our next newsletter.
    - Some of their suggestions regarding use of their parking lot:
        - No parking zone on Clayton Road between West Saanich Road and parking lot exit from church.
        - Traffic should flow into parking lot from West Saanich Rd. and exit out Clayton Road.
        - No parallel parking along the curb along West Saanich Road.
    - New signs are going up to enforce these recommendations.
    - Monica will make a drawing to include in newsletter.

b) <u>President Lisa Makar</u>
- Monica Copeland spoke on behalf of Lisa who is away ill.
- Delivered cheque to School In Need: Craigflower Elementary PAC Meeting
    - Noted low attendance.
    - They were very thrilled & appreciative.
    - Planning a Spring Fling dance.

-Parent: it would be great to have a night to get PACs together to brainstorm and share ideas.
    - Sounds like a COPACs format, but with other school districts.

-Family portraits with Lifetouch on Feb 5/13.

c) <u>Treasurer Monica Copeland</u>
- finances are all running smoothly.
- budget is balanced.
- Some SFR funding has gone through and being used.
    - All SFR are available to view.

-Note regarding CPF: “Bonjour Bonne Nuit” scheduled for Nov 27 may be postponed to Spring.

d) <u>Parent Education Coordinator Kim Bull-Chambers</u>

- has the BCTF discussion topics to review for New Year.
- parent: suggested topic – managing stress for kids during transition to middle school.

e) Volunteer Coordinator Stacey Rees

- Lost & found
  - Many, many items without names in them.
  - Expensive winter coats and boots, rain gear, water bottles, lunch bags.
  - We need hangers! Annilee has some.
  - Needs cleaning out and sorting before the Fair.
  - Anything leftover by Christmas Break will be donated to the church across the street.
- Recycling Coordinator needed to help Mme. Beaudry
  - Planet protector solar panels for light in shed.
- PAC should recognize M. Brian who helps volunteers a lot at our school.
  - Retired anesthesiologist
  - His wife does the Roots of Empathy program with K teachers.

f)PAC Website Annilee Armstrong
-Looking good and doing a great job!

g) Christmas Fair Coordinator Lesley MacLaughlin
- we're short on animals for our petting zoo.
- Parent: use NSMS student volunteers? Yes – several past Deep Cove students want to come back to help at Fair.
- Monica needs 2 parent helpers for finance stuff during the Fair.
- Myndi is doing the hair venue with her Dad and hairdressing students.
  - Need hair products donated.

-still need a venue tickets coordinator.
- Need a 50/50 ticket coordinator.
- Parent: letter out to K parents outlining what is involved in the Fair.
  - Yes, letter coming out next week.
  - K teachers usually educate their parents on the Fair also.

-letter home on Monday from Lesley, Lori email, email via class reps about Fair.

h) Newsletter
- next edition Dec 15 with post-Fair wrap-up.

6. New Business

a) Update Emergency Preparedness
- Megan Soellner spoke on behalf of Henry Howell.
  - Henry noted during earthquake drill in Oct. that kids were filing out of school and then staying alongside the building.
    - Erika is aware and that will be corrected.
  - Reflective vests needed for student volunteers
  - Henry to model our system with Parkland and NSMS.

b) Update School Logo Clothing
- lots of requests for kids hoodies and adult XL hoodies.
- want to have more ready for Christmas Fair sales.

- they're expensive to produce if no one will buy them.
    - Little response to sales at school recently.

-parent: sign-up sheets and pre-pay?
    - Who will coordinate that?

- one week to order and need 12 of each.
- we permitted a flow through order to be processed for 12 small, medium and large children's hoodies as well as 6 small and extra-large adult sized hoodies.
- Lesley: t-shirt for early bird prize on Fair shift sign-up sheets.
- VOTE: all in favour of a school logo t0shirt for early bird prize? PASSED with majority.
- Lesley will make it a Fair expense.

c) Lost & Found
- covered in Stacey Rees report.

7. Upcoming Events
Nov 30 – Hot Lunch Day
Nov 30 – Report Cards
Dec 5 - Walk To School
Dec 7 – Christmas Fair
Dec 21- Christmas Assembly
Dec 22-Jan 6 – Christmas Break

8. Next Meeting
Dec 12 – PAC Executive Meeting
Jan 16 – PAC General Meeting

9. Adjournment
- Lesley called for adjournment; Shealyn seconded.