Deep Cove PAC General Meeting Minutes
March 25, 2015 @ 7pm

Present:
Deborah Rogers - Co-president
Julie Lobb - Co-President
Kim Bull Chambers - Co-Parent Education Coordinator
Mikiala Christie - Co-Parent Education Coordinator
Mary Mackay - Secretary
Rebekah Hunter - Spirit Committee Coordinator
Colette Hopkins - Volunteer Coordinator
Melissa Drolet - COPACS
Erika Moser - Principal
Steve McGregor - Vice-Principal
3 parent class reps; Tiki Butcher , Michelle Law, Tess Town

Missing:
Bridget Anderson - Christmas Fair Coordinator
Carly Scholze - Communications Coordinator
Jazz Harding - Treasurer

1. **Call to Order -** Melissa @ 7:03

2. **Additions to Agenda** - none

3. **Approval of minutes from previous meeting** - pending from last meeting

4. **Business arising from previous meeting**

- New President's - new co-presidents in Deborah Rogers & Julie Lobb - Rebekah made motion to elect both to share president position; Tiki seconded - all in favour; motion passed.

- CPF position still vacant; also need to find someone to shadow Jazz for Treasurer position; Tess knows someone and sent email to put them in touch with each other. Question/Discussion: how long to fill CPF position before funding goes away? It does not have to be a French speaking person . Kim to email Susan to ask for a blurb about position and then that can be sent out to the class reps to post to parents.
- Special funding request from administration:

  - for Artist in Residence a few months ago; exec approved and we posted it on the PAC board, didn't get voted on at last GM.

  Erika spoke to the request - every year there is some type of Artist in Residence ex. Holly Arntzen last year; this year Erika wanted to try something different. Sought out an indigenous artist for the

Artist in residence position. Activities will be held during the last week of April; this week follows Earth Week and will piggy back on District's project of Doug Lafortune who is presently carving a learning totem pole for Board office; Lafortune will be coming to our school for 2 days that last week; Hope is to enhance that experience so we will have our own artist, Roger Charlie, who is a local artist. He will be carving a 'whorl' about 4 feet round, blending our mascot of dolphin with their band's mascot of the wolf. The finished whorl will be mounted at the front of the school under the title of school. The activities will include an unveiling. Each class will have an artist to do something specific ex. dream catcher, felt design, paddles, young students will do some knitting; artists will be working in each classroom - there will be demonstrations in the afternoons and there will be both opening and closing ceremonies. $6350 total cost; Erika has applied for a Grant; $$ from District plus SFR from PAC to cover the expenses.
Melissa - any questions? Mary - are classes individual or grouped by grade? Erika - yes, the classes will be done individually.
Rebekah -are the opening and closing ceremonies going to be big productions, long in length? Erika - opening will be about 15 min and closing about an hour; try to have them about 60 min or less.
Colette - motion to approve; Tess seconded - all in favour; carried

5. **New Business**
   - none
6. **Reports**

- Administration - Erika Moser & Steve MacGregor
  Erika - welcomed the new PAC members and School Planning Council people.
  - The Planning council will be starting a new 3 year cycle for the School Growth Plan; Social responsibility goal to continue re; self regulation; district putting more $$ into the school which will be set aside ; second goal to be decided;
  - Staffing process for next year is now starting - SBO sends out letter in February to all teachers asking for their 'intent' for next year and the process begins.
  - The new school calendar has come out; has been voted on and this is the final draft. (Draft was handed around to all present) Feedback counts so Erika encourages all to contribute for next year
  Steve - Gr. 5 transition activities will soon be underway for both middle school visits; leadership teams come from both schools to visit here.

- DARE just about to wrap up - next week is last lesson; Const Phipps has completed his first year instructing this program in our District; date to be determined for the graduation and presentation of their final project which is writing a letter of advice to themselves for 3 years later - Constable Phipps would like to re-deliver the letters to the students at that time.
Erika - upcoming events - Earth week - large team have met a few weeks ago and have been talking about many activities; Tiki - schedule to be determined and group meeting this Friday and theme is Ocean/ Community. A neighbourhood cleanup is being planned. Melissa - has approached the Stelly's science teacher about possibilities of visiting with some of his students to present and/or bring equipment to demonstrate. Finalizing details for them to try and visit our school
- Salmon Fry; will be releasing the fry sometime soon and info will be posted when date is finalized.
Steve - Sports - gymnastics club is new - offered to both primary and intermediate which is great as usually primary misses out on extracurricular clubs.
- Mondays is dance club.
- Cross Country sign up was yesterday and will fit in Tuesdays and Thursdays. It is open to Gr. 2-5 for practices and Gr.3-5 for the after school meet; Gr. 2's will have a 'mini meet' at our school where they get to wear a uniform and Steve will find ribbons to hand out; will help to end the season for them. First meet is on April 15 and Deep Cove is the host school so will need some extra parents after school to help marshal.
- Basketball jamboree was held before spring Break and the middle schools stepped up to help make it run.
- Swim meet went very well too - great feedback about the whole season. Melissa - what is the new equipment for gymnastics? Steve - large assortment of foam shapes will be used;
- UVIC track meet June 11 - track events will be happening prior to that.

Tiki - question about Kindergarten orientation - May 7, The info will be sent home for parents on Thursday - the PAC will help by volunteering there to explain role of Executive to the new Kindergarten parents. Executive will talk to the whole group; plans for this will be finalized at next executive mtg. April 15

Discussion: about volunteers and how to present jobs/opportunities to new parents? Christmas fair and importance of it was discussed. Ideas of also fundraising through hot lunch as right now we are simply charging at cost - whereas Kelset makes a profit by charging more.

Christmas Fair - 'why' is it lagging?
Melissa suggested to table the idea of generating ideas re: Christmas Fair improvement/change plus hot lunch for another meeting soon when Bridget is present

- President –acting presidents/new president - none
- Treasurer –Jazz Harding - absent
- COPACs - Melissa Drolet - was a meeting tonight and tomorrow; 3-5:30 Community meeting - tricky time for families to meet but Melissa is going to try and make it
- Sex Ed. discussion is April 15 - we would have to change our Executive mtg. time if any members wish to attend; discussion and consensus was to leave meeting on April 15
- COPACS will be having rotating meetings and Melissa will plan our school's meeting for November and our Executive meeting would have to move - will discuss at next executive meeting. Melissa sitting on Enhancement Committee for Numeracy - will have a long term strategic plan for District.

- CPF - vacant

- Secretary - Mary MacKay - nothing to report

- Parent Education - Kim Bull Chambers & Mikiala Christie
  New Library books for parent Library here at school - ordered through Tanners; arriving this week; both ladies have come up with a write up about the role and how it is evolving - put it in the newsletter to let people know - Kim read it out; will go out with school newsletter and go on PAC page and FB page;

- Volunteer Coordinator - Colette Hopkins - sent out reminders and lists for all the people for the rest of the year; everyone is aware of jobs left for the year.

- PAC Website –Carly Scholze - absent

- Christmas Fair - Bridget Anderson - absent

7. **Upcoming Events**
N/A

8. **Next Meeting**

- Executive Meeting –April 15, 2015 6:00
- General Meeting – April 15, 2015 7:00

9. **Adjournment -** 8:30