Prepared by: Nicole de Greef

Deep Cove PAC Meeting Minutes

Wednesday, April 18, 2018

Present

President: Heather Kopcok
Treasurer: Shelley McCliggott
Communications Coordinator: Brandi Hunter
Parent Ed Coordinator: Mikiala Christie
Co-Spirit Committee Coordinator: Stephanie Gilmore
Co-Volunteer Coordinator: Anne Gardam
Co-Volunteer Coordinator/Stand-in Secretary: Nicole de Greef

Parents:

Regrets

Christmas Fair Coordinator: Kara Westgate
Co-Spirit Committee Coordinator: Elissa Kember
Secretary: James Chaney

Administration Present

Principal Steve MacGregor
Vice-Principal Nicole McCron

Review of Agenda/Agenda Additions

1 – Parent Ed (Mikiala C)

2 – Costco letter (Nicole D)

Approval of Minutes of Meeting of February 2018
Motion to approve minutes: Anne Gardam, Seconded: Stephanie Gilmore. *Motion carried.*

Agenda Addition: Parent Ed

Mikiala indicated that Dr Barnes – Making Mindful choices is booked (Wed. May 23rd). Moved from the 16th due to band concert conflict. It's a free series. Advertising to come.

Agenda Addition: Costco letter

Nicole inquired as to whether Deep Cove PAC had been approached by Costco as there is an online rumour that all School District 63 PACs were contacted in relation to a planned store opening on the Saanich Peninsula. Heather and Brandi indicated they were not aware of any communication but they would check the PAC email.

President's Report

Discussion of SFR process

Heather introduced the concept of Special Funding Request (SFR). The SFR budget differs from the operational budget. Deadline is 25th of April. Mindfulness has been submitted.

Forms are available on the PAC Board, in the bin, at the office and online. Those in attendance noted that Web page, facebook, and email promotion has been evident.

Ballpark budget figures are required for SFR: what would you need to cover the vendor's fees, tax, incidentals; as much detail as possible. Need a faculty member to back the SFR.

Next PAC meeting (the SFR vote) conflicts with the Middle School Band Concert (May 16th). Should we bump the May PAC meeting?

Brandi indicated that there have been questions from some parents as to voting and putting in opinions; absentee ballots or online?

Being present to vote is part of the Deep Cove PAC Constitution. Discussion and debate is an important part of the process.

$20 Gift Certificate for the Deep Cove Market to be used for doughnuts at the SFR vote meeting.

PAC Transition
List of departing PAC Executives to be compiled for gift planning.

PAC Board Advertising
Heather relayed that a parent had raised a concern about advertising on the PAC Board and online. When consulted, Lisa Makar said that in the past they made a decision that it would only be for not-for-profit organizations and age appropriate. The PAC is here to be a conduit between the school and parents, not an ad board. Suggestion was made by Shelley to determine some boilerplate text to address advertising inquiries on Facebook and via email. All in attendance agreed to stick with the not-for-profit, age appropriate rule.

Administration Report

Steve MacGregor gave a Report from Administration; hardcopy submitted to the PAC Secretary.

Holly Arntzen and Kevin Wright have been working with the classes all week. Things are coming along very well. Thanks to the PAC for the significant contribution towards having Holly and Kevin as our Artists-in-Residence this year. We are looking forward to the concert at Parkland tomorrow night.

Our new Chromebooks and iPads continue to see a lot of use and Ms. Reid has especially made good use of them as versatile learning tools in the library.

We had a visit from Assistant Superintendent Mark Fraser to discuss some transformations to our library space to make it a more versatile Learning Commons over the coming 2 or 3 years. We may see some of these changes beginning next year with the more significant work coming in the following year or two.

Ms. Norris-Jones is the successful candidate to take over from Ms. Skrivanos. Ms. Norris-Jones has a background in Kindergarten and early primary education and has been in this classroom a number of times already this year. We wish Ms. Skrivanos well on her leave and welcome Ms. Norris-Jones.

Thanks to Brandi Hunter for her help in organizing Stelly's presentations and other activities for Earth Week.

Staff will spend Friday morning reviewing the school plan, collaborating to improve it for next year, reviewing roles for earthquake and emergency response, and engaging in other professional development in the afternoon.

Grade 5 Camp forms will be heading home soon as we are less than a month away from our time at Camp Pringle.

Nicole McCron indicated that Deep Cove track club had the first district cross country meet and the kids did really well and were really excited to race. Next week is the Dance Festival at UVic.

Intermediate classes are all working on heritage projects and these will be shared in the gyms on Friday, April 27. Info to come.

SFR Process Discussion

Administration and teachers cannot vote. If you're staff and a parent /guardian, staff role trumps parent role *but* spouses can vote on behalf of the family.

Exec Member Roundtable

Spirit Committee: Stephanie indicated she needs to talk to the co-rep and start planning for the year end events.

Volunteer Coordination: Anne indicated that coordinators are needed for the year end Fun Day and the Staff Appreciation Event. Stephanie volunteered for Fun Day.

Communications Coordination: Brandi to consult with Anne and determine what volunteers are needed then make a poster geared to immediate volunteer needs.

One of Stephanie's clients is involved in Newcomer's Club in Sidney that might be interested in volunteering for toast club, etc. Will need CRCs.

PAC Meeting and Band Concert date conflict discussion

PAC meeting (SFR voting) is moved to **May 30th @ 6:30pm**.

Move to Adjourn
Motion to adjourn by Shelley, Seconded: Mikiala

Meeting Adjourned