Minutes
Deep Cove PAC
General Meeting
September 13th, 2017

Present:

Co-Presidents: Lisa Makar & Lisa Tonken
Secretary: Heather Kopčok
Volunteer Co-Coordinator: Kelli Emms
COPACS Rep: Melissa Drolet
Christmas Fair Coordinator: Kara Westgate

Parents: Bridget, Robin, Elissa, Lisa, Tricia, Elise, Maren, Kim, Jolene, Kim, Brandi, Susan, & Jen

Administration Present:

Principal: Steve MacGregor
Vice Principal: Nicole McCron

Absent:

Treasurer: Shelley McCliggott
Parent Education: Mikiala Christie
Communications Coordinator: Vacant
Spirit Committee Coordinator: Vacant

Meeting

1. Introduction

- Call to order 7:01 pm. Co-Presidents Lisa Makar and Lisa Tonken co-chaired the meeting.
- Addition to Agenda by Maren Mason: School Cookbooks.
- Lisa Tonken approved the minutes of the last meeting and seconded by Elissa Kember.

2. Discussion Topics

School cookbook- Maron Mason presented a fundraising idea and offered to take charge of the project. The project would involve collecting favourite recipes from school families to compile a cookbook that could be sold for fundraising. The idea was well received. Lisa Makar suggested Maron follow up with the PAC in an email.

Meeting schedule for the year- Lisa Makar explained how the PAC General and Executive meeting work. Wednesdays have historically worked but may be a challenge going forward. In the ended it was agreed to keep the meeting on

Wednesday nights. The only separate Executive meetings are for the sorting of SFR's and the budget meeting. Lisa welcomed anyone who would like to attend these meetings as there is nothing confidential at any of these meetings. The option of having a conference line for meetings where votes are placed to include more people was discussed. The PAC constitution will have to be referenced to see what routes are viable.

Volunteer positions for the year- Kelli Emms shared that the Terry Fox Run will be Thursday, September 28th at 9am. We need a website coordinator. They will upload the minutes to the website and use Facebook and the PAC page to promote events and engage parents. The role is passing on information to parents.
Lisa Makar spoke to the fact that we have a lot of volunteer positions that fit many situations and time commitments. For example, there are many behind the scenes jobs, things that can be completed at home or from a computer. Some examples of time needed are once a week, once a year, etc.

Another PAC executive position that is vacant is the Spirit Committee coordinator. They formalize events, movies, bubbles etc.

Forms are to go home next week to parents asking what positions they would like to fill.

Heather asked the parents present what are the barriers to volunteering currently. The responses included the need for bigger descriptions of what each job entails and how much time is needed typically per role. A better way to contact the PAC, specifically volunteer coordinator to ask questions. Online resources for sign up were discussed such as Sign Up Genius and Google Forms. The PAC Facebook page's announcement of tonight's meeting was responsible for a large turnout of new parents.

Lisa Makar reassured us that although coordinator positions may seem intimidating they are not. The coordinator organizes the group but certainly is not responsible if no other volunteers step up. It's not all on them.

Brandi Hunter was nominated as the Communications Coordinator by Elissa Kember and the group agreed. Elissa Kember and Melissa Drolet were nominated as Spirit Committee co-coordinators by Lisa Tonken and the group agreed.

Kindergarten Parent engagement - A table to meet kindergarten parents and answer questions will be set up the week of September 25th. The PAC Executive will sign up for a schedule to man said table. The timing of this will be after the volunteer form goes home and parents have had a chance to look at it.

The Class Rep positions are great behind the scenes roles that are flexible for

parents with schedule challenges. Class reps act as a conduit between parents and the school.

There was discussion about a deadline on for volunteer sheets.

3. Reports-

President's reports- Lisa Makar recapped the last year. She touched on changes on SFR's timing to the spring and this was successful. There was a large turnover in PAC positions. The Christmas Fair in December was very successful with $25000 raised; this money goes back to the school. Lisa explained where the budget can be found on the Deep Cove webpage > parents> PAC .

Administration Reports- Principal Steve MacGregor spoke to Mindfulness. Mindfulness is paid for from the school budget, PAC and Tara Logan donated time. By the end of the first year, the program was starting to gain traction. After that first year we saw we needed Tara Logan for a second year and asked the PAC for funding. Last year there was no SFR for Mindfulness. The school budget should be able to float mindfulness this year and Tara matches this by donating her time. Mindfulness is a huge success, will be continuing and should start up soon.

Grant Franceschini has retired and is wished well. Temporary appointments of our Vice Principal, Principal and Ms. Epp 4/5, are in place until the end of June 2018.
The start up of school has been smooth with feedback of a calm tone and nice start.

The administration is in contact with Holly Arzten. Together they are exploring twists to her program and a possible grant to supplement Artist in Residence. This would also be funded by the SFR for Artist in Residence.

Reinstatement of contract language has created a teacher crunch and a few positions are yet to be finalized. The EAs and teaching staff are all aces.

Deep Cove will be a pilot school for LED lights possibly in the fall.

PAC purchases of the earthquake container and storage container park are in place. The funding mostly provided by the PAC and parents who helped find the ideal container.
The twirly slide has been replaced with a new one. There was a draw and the

lucky winner had the first slide with the students watching and confetti.

This year had a great start up with the school's beliefs and singing of the school song at the flagpole.

We're finalizing more WI-FI access points and focus to have accessible tools to take advantage of this Wi-Fi.

Know Your School Night is September 28 and there will be pizza etc. with the opportunity to get to know your staff and PAC.

Nicole McCron spoke about pledge donations for the Terry Fox Run: Toonies for Terry. The run will start with aerobics followed by running around the field and marking off laps. The 1-5s did the fun run last week.

Hot Lunch Coordinator, Bridget Anderson, stated that the online hot lunch form should be up and running in a week and a half.

4. Adjournment and dates of note:

Meeting was adjourned at 8:03 pm

Terry Fox Run: September 28th 9am
Getting to know your school: September 28th , eat 5:30, Class visits 6:00, Parting words in the gym 6:30pm
Next PAC meeting October 18th , 7pm
Book Fair: October 23rd-27th

Prepared by:

Heather Kopčok
PAC Secretary