



École Quadra School PAC meeting

Tuesday, May 1, 2018

7:00 – 8:00PM

Meeting Minutes

Annual General Meeting was 8:12pm – 8:50pm. Topics of discussion included Nominations, Budget and general business (see below)

INTRODUCTIONS (Start 7:10pm)

Executive Attendees:	Sheri, Tanya, Arielle, Tig
Attendees:	Kristy M., Heather P., Erinne Z., Marilyn C., Cheryl R., Heather S., Lesley V., Tristen W., Rosemary M., Erica
Absent:	Marketa

ADOPTIONS

May Agenda	Approved (motion: Tig 2 nd :Lesley)
April Minutes	Approved (motion: Lesley 2 nd : Sheri)

REPORTS

President

- Parent's participation in PAC is important, we are our children's best advocates and without PAC we would be missing out on Grants i.e. BC Gaming Grant of \$8,500 that help fund activities and improve education for our kids.
- PAC is a good way to keep informed about many ongoing things in the school i.e. curriculum, funding, etc.
- Been involved for 7 years and thoroughly enjoy being an active participant
- Volunteers are always welcome as many hands make for light work
- Important Links:
<https://quadra.sd61.bc.ca/parent-info/pac-overview/>
quadra.pac@vcpac.ca
<http://www.vcpac.ca/>
<http://bccpac.bc.ca>

Vice President

- Been VP and President many times, lots of experience
- Appreciative of parents' attendance
- Last year at Quadra, will help incoming VP and transition 9 years of knowledge to them
- Project documents and guidance documents will be made available for reference and/or use in the future

Treasurer

- \$51.50 from Thrifty's this month, Year to Date is \$769.19
- No interest amounts available for this month's report

VCPAC Rep

- position is open for filling but not mandatory
- no report

Principal/Vice Principal

- Received \$2,000 grant cheque from whole foods, whole kids
- Cheryl Rolston will be staying on as vice-principal of Quadra for 2018/2019; Mme Mars is retiring
- No Constable next year due to funding. Victoria/Esquimalt removing/reassigning 6 officers to 911 front lines; suggestion to PAC to write letter in support of police liaison program (Tig to draft and present at a PAC meeting)

- Reviewed Code of Conduct with PAC
- Looking into Signup genius for use recruiting volunteers (i.e. volunteers for staff appreciation lunch)
- Looking for PAC support to purchase “published” Welcome to Quadra book for Kindies. Book would give an inside look at quadra school to help young ones prepare and feel more comfortable. Approx. \$5.50/book, Cheryl to research how many pages included.
- Need PAC Rep @ welcome to kindergarten event on May 16th from 3:30-5:00pm in the gym. (Sheri will attend and Tig will be a back-up)

DISCUSSION ITEMS/NEW BUSINESS

AGM Business	<ul style="list-style-type: none"> • PAC constitution read aloud with overview of PAC positions and responsibilities • President and VP gave inviting and encouraging speeches for new PAC Executives, see reports 		
Nominations/Elections *President to declare close of nomination period accordingly*	Position	Nomination(s)	Accepted/Declined
	President	Sheri Zimmel (by Tig C.)	Accepted
	Vice-President	Heather Stober (by Tig C. + Sheri Z.)	Accepted
	Treasurer	Rosemary McCutcheon + Tanya Weston as Co-Treasurers (by Lesley V. + Tig C.)	Accepted + Accepted
	Secretary	Arielle Forster + Lesley Valour as Co-Secretaries (by Sheri Z.)	Accepted + Accepted
	VCPAC Representative	None	N/A
Presentation of Draft Budget	<ul style="list-style-type: none"> • Key changes: remove Agendas and Sidney Spit expenses from gaming account to general account, Increase budget for all divisions (23 total, includes music program) to \$225 from \$200, budget funds to mosaic room and library of \$200, and a request on behalf of PAC for some kind of acknowledgement if funds come from PAC and a summary of how \$ was spent. • Marilyn to circulate sheet for staff to use in new year to write down how money is/was spent, include if PAC sponsored, no cost, etc. • Lesley V. motions to accept draft budget, 2nd by Heather P. = Approved 		
Discuss April 19th Exec. Meeting	<ul style="list-style-type: none"> • Combined into discussion of Draft Budget 		
September – Welcome to Kindergarten Table	<ul style="list-style-type: none"> • Organize PAC table for during welcome • 8:45-9:30ish on September 7th and 10th (first Friday and Monday) 		
Inquiry from Bonnie: recess time and allotted time for food/play	<ul style="list-style-type: none"> • No standard policy for allotted time • Gr. 1 and 2 have extra time, before & after recess to eat. Other grades eat during recess • Can't extend time further due to budget restraints (no money to pay duties for longer) • Young kids start lunch 5-10 mins early • Marilyn and Cheryl to look into possibility of lunch monitors cutting lunch shorter • We have the longest breaks in all of SD61 		

STANDING ITEMS/ONGOING BUSINESS	
Quadra Village Days	<ul style="list-style-type: none"> • 9:00-10:30am Heather P. + Tig • 10:30-12:00pm Jessica + Rosemary • 12:00-1:00 Lesley + Erica
Bottle Drive	<ul style="list-style-type: none"> • Flyers to be made • Put banners up ASAP • Request to Marilyn to add reminder to email to parents • Lesley need coloured paper, to purchase and PAC will reimburse with receipt • Incorporate Totem Pole oiling (Tig and Robert) if good weather. Marilyn and husband back-up "oilers" if poor weather on May 26th
Quadra's Got Talent, BBQ & Bake Sale	<ul style="list-style-type: none"> • Started auditions Monday • Erica and Chris to connect re: BBQ (Erica needs Chris' contact info) • Need help with show setup (i.e. stage) Marilyn and Tristen to help • Dress rehearsal on day before • Ticket stubs for performers to get free food • Request to treasurer to make \$ float for bakesale
Staff Appreciation Lunch	<ul style="list-style-type: none"> • May 18th catered lunch for Quadra Staff • Lesley arranged food with Kuku's • Instead of Card, making poster for parents to sign with pictures, etc.
Grade 5 Graduation: Hoodies, Celebration, Sidney Spit	<ul style="list-style-type: none"> • Currently booking Sidney Spit details • Hoodies to be given this week
Last Minute Additions	
<ul style="list-style-type: none"> • Thank you card to Central for \$ donated to Quadra PAC for having Cheryl R. as guest speaker • 2nd Cozy Corner put together, in 2nd door way of library • Lost and Found Coats will be "Recycled" soon if unclaimed 	
END – Adjourned at 9:12	
NEXT MEETING	
<u>Location:</u> 5 th Street Bar and Grill	
<u>Date/Time:</u> June 5, 2018 – 7:00pm start	