

**Tillicum Elementary PAC MEETING Minutes**  
**Wednesday Sept, 11 2019**

**In Attendance:**

**Executive** Travis Rawluck (Chair), Lisa Connell (Vice-Chair), Mandy Greyling Holmwood (Secretary), Mira MacIver (Treasurer)

**Administration** Jeff Duyndam (Principal), Sue Ottenbreit (Vice-Principal), Tricia Pinkus (EA/Nutritional Snack Program Coordinator)

**Parents** Manjit Braich, Alison Jacques, Katie Rawluk, Sara Cannon, Ryan Speed, Charity Millar, Reece Millar, Carli Conolly, Lisa Gelling, Rob MacDonald, Amber MacDonald, Lalena Dexter, Keja Lake, Jessica Jackman, Sarah Galuska, Chandra Kraus, Lynea McDowell

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**6:30pm - Meeting brought to order by Lisa Connell**

**Introductions of attendees - Lisa Connell**

**Approval of minutes from last years year end meeting.**

Motion: Lisa Connell

Mira MacIver

2nder: Lisa Gelling

All in favour.

**Saanich Police Department School Liaison, Cory Volk Presented**

- 'Mr. C' is local to our community and has served in many different departments within the Police force
- A police school liaison has been reinstated this year (after a few years without the budget to support this department)
- School Liaison Department is a team of 5, and serves 10 schools in our community
- Primary mandate to support families & kids, and add humanity to the face of our local police department
- Wish to remain informed of events happening where liaison can attend, especially if it has to do with food as Mr. C has a restaurant background

**Administration Updates**

**Miss Tricia - Hot Lunch Program Update:**

- Program name has changed to Nutritional Snack Program
- Program will include a hot lunch every day all year
- Change: there will be no beverages provided this year

- Truffles has signed on for a one year contract as caterer.
- 137 students are enrolled so far (150 were enrolled by this point last year)
- Price has technically gone down per child, per day

### **Principal/Vice-Principal Report:**

- Toast Program will be running every morning this year; Mrs. Schubert runs this program with much help from staff and community volunteers; substantial funding for this program is provided by Breakfast & Music
- Verification forms have gone out to all students; important especially for CURRENT and CORRECT contact information (phone numbers, email, and addresses)
- Clubs starting soon: Soccer, Track, Swim, and Choir
- Community programs (PISE etc.) are starting soon; Dianne has been to almost all classrooms to let students know what is happening, and distributing sign up forms
- Coordinator for Victoria Symphony has chosen us as a school of choice for their support; Grade 2's & 4's will have opportunity to go to the symphony in the spring; different musical events to be presented at the school
- Indigo Grant continues to be spent on books!
- Nov 13th has been confirmed as PAC Meeting
- 413 students are enrolled this year; staff and district decided against adding a division but were approved for funding for extra teacher; total of 20 divisions this year
- September 2019 will be the last year that students go straight into their new classes; next year will be new system, based on either going back into previous class, or grade groupings while class creation happens within that first week of school.
- Staffing update
- Facilities:
  - New fire alarms installed; first fire drill September 20th
  - Library renos/remediation may start in October
  - Construction has started on Albina for infrastructure for the 2 new childcare portables being added
  - Request has been made by Jeff for sound-proofing in our gym
  - Gym will be getting a partitioning curtain
- Jeff thanked custodial team for arranging a full team to come in and fully clean the whole school over the summer, and doing an excellent job
- Questions answered about Lunch Buddies
- Lockdown Drill, with Saanich Police Dept, is on November 26th

### **Treasurer report - Mira MacIver**

- Mira is our new treasurer this year and is getting familiar with the big task of managing the PAC's budget

- \$4872 in Savings
- \$16, 000 in Checking
- \$4500 in Gaming fund - expecting \$7500 approximately in October

### **Overview of fundraisers and events for the year**

1. Meet the Teacher / Welcome Back Pizza Night - Lisa Connell
  - September 19th, 4-6pm
  - Alibaba will be bringing the pizza
  - Still need to confirm salad, drinks etc.
2. Food for Fun - Nicole Nyvall/Lisa
  - runs 6 dates over the year
  - ordering explained
  - a good fundraiser for our PAC; consistently raises roughly \$3000 per year
3. Victoria Royals - Is this a viable fundraiser this year - Travis
  - 2 options: 50/50 Tickets OR Chuck-a-Puck
  - 50/50 requires a lot more tickets to be sold
  - Travis to follow up with coordinator to find out dates available for tickets, and possibly negotiate a lower number of tickets for a Chuck-a-Puck event.
4. Christmas Market - Mandy Greyling Holmwood
  - November 16th
  - fundraises with bake sale, and raffle primarily
  - requested volunteers to help out
  - around 15 applicants already in
  - Mandy to get banner, new stickers for dates, and get banner up around/before Halloween
5. Gift Sale - Deb Azouri
  - All day sale this year, during school hours
  - suggestion to add sibling age on list of gift recipients
  - suggestion to have premade labels for each child
6. Walk a Thon -
  - Proposed by previous executive as a way to mitigate projected budget deficit for 2019/2020; past walkathons have raised up to \$4000; suggested date to be in May for Rainbow Week; Rainbow theme

## 7. Fairway Market Community Cards

### **Comments & Suggestions for events:**

- Suggestion to have coffee & cookies once a month, with a rotating time (as suggested, to do it in the afternoon sometimes); provide a Suggestion Box at the table, and a Donation Box

### **New Business**

#### 1. Games Nights - Christine Surridge -

- Interactive Games Cafe brought in games; functioned as a community-building event, not a fund-raiser; was fun and successful, to be organized again for this year.

#### 2. Popup Shop for Tillicum Gear - Lisa Gelling

- Lisa has created an online popup shop to sell a selection of Tillicum gear (hat, water bottle, hoodies and shirts), at discounted prices; order online and shipped to the school for distribution; our PAC receives 10% of sales; 12 unit minimum order; Shop to open on Monday September 16th and close on September 30th.

\* suggestion to purchase a gear bundle to be used as a raffle item at Christmas Market

#### 3. Halloween Costume Swap - Lisa Connell

- Suggestion to create a costume swap, either this year or maybe next year

#### 4. Earthquake Supplies & Comfort Kits - Lynea McDowell

- Each child in our school receives a ziplock baggie with instructions for parents to fill them with personal, comforting items, snacks, and a note; those 'Comfort Kits' are compiled for each classroom and put into a backpack and stored in the Emergency Kiosk outside; Charity, Carli and Mandy to help Lynea with kits this year

#### 5. Creating a Public Tillicum Facebook Page - Mandy Greyling Holmwood

- Our school doesn't have a general Facebook page for public use - can we create one? Jeff said yes - Mandy to create.

#### 6. Adding Agendas and Minutes as documents to our closed FaceBook

Parent Group - Mandy Greyling Holmwood

- Can we add the Agendas and Minutes as documents onto the closed parent group? Consensus was yes that would be fine.

7. Parent Division Reps & Closed FaceBook Groups for each Division - Mandy Greyling Holmwood

- Mandy suggested creating a system where each division would have a representative that liaises with the PAC and sets up a group email and/or closed group on Facebook where families could connect and share information; Alison Jacques indicated that at South Park, where she had previously attended, they had a system like this that worked well; Alison and Mandy to connect and discuss how it can be implemented at Tillicum.

- it was suggested that Willows school does this really well - Mandy to reach out to Alyx Valdal about this.

8:25pm

**Meeting Adjourned. Carli Moved, Mira seconded.**