

TILlicum Elementary PAC Meeting Minutes ****APPROVED****

September 14, 2022 via Microsoft Teams

In Attendance:

- Executive: Lisa Connell (Chair), Lauralee Wood (Vice Chair), Manjit Braich (Treasurer), Lisa Gelling (VCPAC Rep) & Cathy Hanan (Secretary),
- Admin: Jeff Duyndam (Principal) & Rhonda Leduc (Vice Principal)
- Parents: Sarah Cannon, Carli Conolly, Amanda and Guilherma de Castilho, Shannon G, Mandy Greyling Holmwood, Laura Hube, Keja Lake, Kayli & Louise Williams

6:34 pm – Meeting brought to order by Lisa Connell, welcome and introductions

- Motion: Guilherma de Castilho
- Second: Lisa Gelling

Meeting Minutes – Review and approval of last meeting's minutes

- Motion: Lauralee Wood
- Second: Lisa Gelling

Administration Updates Principal/Vice-Principal Report – Jeff Duyndam & Rhonda Leduc

- Emergency drills – first drill was planned for Sept 21, but because of 4 unplanned fire-related drills already, there will be no drill. Monthly fire drills, 2 earthquake drills and a lockdown drill are required every school year.
- Earthquake drill on Tuesday October 18 – with the Great Shakeout.
- Complaint Process – Policy 115. Annual reminder there is a process followed for all complaints from the public
- Zoom is no longer supported by the school district so we're now on MS Teams for our meetings
- Thank you to the custodial staff who did a full scrub of the school over the summer
- Thank you to the office staff for prepping in late August for a smooth start to the school year.
- Custodial has been reduced by 50%. Justin (in for Paul) is in the school until 10:30 am. If there are custodial issues after 10:30 am teachers deal with it, or call Justin to come back. Gene comes in at 3:30 pm so there is a 5-hour gap in the day with no custodial.
- Staffing – the .1 counsellor position has been filled. Mary, Frank & Kate make up the counselling team. Working on filling some EA positions. A few positions are being filled for part time or medical absences. Reggie Charlie is the new IEA
- Carpets are returning to K, 1 & 2 classrooms and will be vacuumed daily
- Field trips with buses, carpooling are allowed again
- Recognition will continue to happen in class
- Staff have been asked to submit budget requests to the PAC to Jeff & Rhonda and he will bring them forward
- School operating budgets (to buy general supplies) have been reduced by 50% this year and have also lost collaboration funds to send teachers to work with other teachers
- New fund from Provincial Government – \$1.9 million to our district. The district sent out a survey to parents asking how they think it should be spent

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- The company that usually fills the Sequarium in the main foyer is having staffing issues, so Karen Fraser will look for an alternative this year. There is money allocated from the PAC budget.
- First Pro D day is September 23rd. Staff will be doing a drum workshop or assessment workshop
- Food In Schools Guidelines – are currently in draft but the government says they will be implemented shortly. It essentially limits any food served or given on the school to whole grains, plain milk & yogurt, fruit and vegetables. There was some discussion about how this will affect Food for Fun or other family events and how this may be implemented or policed. While the guidelines are in draft form we can proceed, once they are implemented we will need to look at other options
- Crossing guard program – some of the EAs are doing crossing guard duty at Burnside/Seaton and Tillicum/Arena for 45 minutes before and after school
- Swimming update – the PAC funds swimming lessons for all grade 3 students. This year the plan was to offer lessons to the grade 4 & grade 5 kids who missed their grade 3 lessons. Esquimalt Pool is unable to provide all the lessons requested so only the grade 3 students will receive lessons this year
- Bike to Work/ School week is October 3 to 7. Posters etc. will be in the school and some outside
- Positive behaviour expectations at school have been reviewed in each class for the start of school. This was also discussed at the first assembly last week.
- Nutritional snack program - there are about 12 students on the program. The current cost of the program is \$4 per student. Parents are asked to pay what they can afford as it is heavily subsidized
- Morning toast program is funded by grants is open 5 days a week and is serving about 110 students from 8:15 am to 8:45 am
- Terry Fox/ Cops for Cancer coin drive – starts Tuesday, Wednesday & Thursday next week
- Tour to Rock to visit Tillicum School October 6 – probably in the morning
- Meet the teacher is on September 20. 4 :00 pm to 5:00 pm classrooms open, 4:00 pm to 6:00 pm pizza. Teachers have taken over this event this year – thank you!
- Smallest cohort is grade 5 – 40 students. The rest of our cohorts are much bigger meaning we will be running out of space shortly. The music room may become a classroom and a second classroom will be configured in the school. The new portables in the front of the school must be used for childcare programs for 15 years before they can be used by the school.
- Question about parents/PAC being involved in the grade 5 transition process to Lansdowne as they are not many from the Tillicum cohort attend the school

Treasurer Report – Manjit Braich

- Account balances:
 - Tillicum PAC High-interest Savings Account = \$87.62

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- Tillicum PAC Chequing Account = \$3,422.71 (funds were announced incorrectly at the meeting)
- Tillicum Gaming Chequing Account = \$12,097.53 (funds were announced incorrectly at the meeting)
- General PAC Account in Office = \$8,843.00
- Lisa applied for the Parent Education Grant from SD 61. As we have in the past, we will team up with other schools to share parent education costs
- Manjit will apply for the gaming grant

VCPAC Update – from Lisa Gelling

- The Chair's position has been filled by Tracy Humphries. The past chair has left to run for school trustee
- VCPAC will sponsor school trustee candidates meetings. Possibly on October 6.
- VCPAC is putting out a questionnaire to all candidates and will post responses on their website.
- Schools can't support candidates and PACs should not support or recommend candidates. VCPAC will send information that can be shared
- Discussion about food access and nutrition issues in particular at high schools where some only have vending machines.

Upcoming Fundraisers/ Events – All

- Monk's School Supply – raised \$594.49 but still has a number of issues including wrong orders and missing items. The pick and choose caused problems for teachers this year and we may need to look for a new supplier. Jeff advised the PAC that several teachers having to go out of pocket to ensure they have the correct supplies so the PAC offered to supplement these shortages if a list can be approved
- Sun Oka Fruit Farm – boxes of apples. 2 x varieties. Lisa C will take the lead. We will receive a link to make purchases and share with friends. Boxes of apples will be delivered to the school directly for pick up.
- Bike to School Week - October 3 to 7. Lauralee is helping with signage
- Bottle Drive – October 22 - Lauralee needs help for 1 x volunteer shift. We will get flyers printed up with new dates to be shared around the neighbourhood.
 - Quote for vinyl mesh sign to hang on the Burnside Fence reviewed
 - Motion to purchase 2 signs at \$235 each: Lauralee Wood
 - Second: Mandy Greyling-Holmwood
- Food for Fun – Lisa G is organizing. October 14, December 2, January 27, March 3, April 14, June 2. Shopping will be done 7 to 9 days early because of supply issues. Pizza to come in divisional boxes, packing to happen the Friday morning. All pricing to be reviewed due to continued rising food costs including raised prices from Panago
 - First FFF will be on Friday October 28 – packing will take place on the same day around 9:30 am, shopping on October 19, order deadline October 18, portal opens October 4

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- Pizza requested to be delivered for 11:30 am
- Exec to review pricing, Lisa C will do communications and have school cash online setup, Mandy will update flyer, Lisa G will do shopping and overseeing packing. Volunteers for packing include: Lisa G, Carli, Louise & Keja
- To be discussed at the next meeting:
 - Holiday Gift Sale
 - Holiday Market
 - Christmas Poinsettia Sale
 - Christmas Purdy's
 - Ongoing – Fairway Market grocery cards, logo'd gear, Emily Press Labels, Bottle Depot

Old Business – All

- None

New Business – All

- Earthquake Supplies & Comfort Kids – usually the 3rd of 4th week of September. Carli can help with this. Need one other volunteer.
- PAC Meetings – how do we want to continue holding meetings? Online is more accessible for many and has increased engagement. Consensus was to continue online but we will review each month.
- Question about Tillicum Tuesdays (spirit days). Kids wear their Tillicum gear. This will happen again this year
- Question about holding a Halloween Dance. Scheduling the gym will be a challenge this year as we need to book gym space in the spring for next year

8:19 pm – Meeting adjourned

- Motion: Keja Lake
- Second: Lisa Gelling