

PAC Meeting Minutes

Wednesday, November 27th, 2024

6:30 pm – 8:00 pm

Location: Multipurpose Room, Lord Nelson School

Zoom Link: <https://ubc.zoom.us/j/63857950037?pwd=v2brF13J3wmBR7PeaUTbSPRBpt36BA.1>

PAC Executive

Emily Lefebvre (EL) Co-Chair;

Tegan Williams (TW), Co-Chair;

Julie Cole (JC), Treasurer;

Marlene Cummings (MC), AOWG Rep.;

Megan Atkinson (MA), Garden Committee Rep

School Representatives

Jason Eng (JE), Principal;

Other Speakers

Dillon Adams (DA)

Regrets

Mike Joe (MJ), Hot Lunch Coordinator;

Sara Hyde (SH), DPAC Rep;

Sara Osenton (SO), Secretary

ITEM	LEAD	TIME
1. Welcome, Land Acknowledgement and Introductions (5 mins)	TW	6:34-6:36
2. Additions and Approval of Agenda (1 min) Taryn - moved Katherine - seconded	EL	6:35-6:36
3. Treasurer Report (8 mins)	JC	6:37-6:46

- Hot Lunch - \$1,800 coming, \$1,500 in subsidies to Nelson families
- Apples -
- Movie Night - \$1,100 donated to Britannie PAC for playground improvement initiative
- Received the gaming grant
- Received a donation from a family

- Expenditures:
 - PAC banner
 - Garden Club
 - AOWG
 - Community support (Brit PAC and support for a Nelson family)
 - Movie subscription

- Teacher's Wish List - this has been received, a little over planned budget of \$5,000 and the list has come in at \$6,600
 - Salmon Pod - keva blocks, throw pillows, chairs
 - BBQ for the school
 - PE teachers - replenish indoor/outdoor equipment
 - Library for a series of books (neurodiversity)
 - Drying racks for arts
 - Whiteboard stands
 - Moon lamps
 - Resource team - books and self-regulation tools

Information about the Teacher Wish List - this funding is provided to teachers from the money that was originally raised for the playground but was not used at the time of the playground construction. PAC raises a significant amount of money every year and this is one initiative to draw down our balance. There is also funding available for field trips (\$500 per division). If you have ideas for funding, please reach out to PAC.

Ideas:

- Suggestion for physical barriers (like curtains or awnings) to delineate quiet spaces - to be discussed during Principal Message.
- Artists coming into classrooms

Motion to approve - Taryn
 Seconded - Julie

- Pancake Breakfast - this is happening! Planned budget was \$1,500 but the pricing suggests we need \$2,000

Motion to approve - Emily
 Seconded - Megan

<ul style="list-style-type: none"> • Spring Fair - see notes in the Events section of the minutes 		
<p>4. Exec Update (2 min)</p> <ul style="list-style-type: none"> • Call for volunteers for PAC Vice Chair position - this position still needs to be filled, it is one of the lighter duty jobs on PAC, main job is filling in for the Chairs and bringing snacks to the PAC meetings. Time commitment is approx 30 mins per week • Notice for Treasurer position for next year - this is an important role that absolutely needs to be filled to keep the PAC running. No accounting experience required (though it is helpful). Time commitment varies over the year, heavier at the beginning of the year, about 1-2 hours per week otherwise. • Social Media rep - current rep would like to rotate out (not an exec position) • Call for ideas to get out more parents to the meetings • Could also use a few more members-at-large (this is an exec position) 	TW	6:46-6:48
<p>5. AOWG (Anti-Oppression Working Group) Update (2 min)</p> <p>Militant Mothers presentation was very successful and well-received by students.</p> <p>AOWG committee is now focussed on planning for activities later this year.</p> <p>If interested in participating, please contact Marlene Cummings marlenecummings555@gmail.com</p>	MC	6:48-6:50
<p>6. DPAC Update (5 min)</p> <p>Get the update from Sara/Emily</p> <p>DPAC website has information about the ongoing board member issues.</p> <p>Discussion about how the DPAC rep represents the Nelson PAC and how</p>	SH	6:50-6:55

<p>7. Gardening Committee Update (2 min)</p> <p>October session - we planted garlic, garden clean up, did an art project November session - put the garden to bed, planted cedar trees in planters for the Kindy Bear Den December session coming up!</p>	RW	6:55-6:57
<p>8. Hot Lunch Update (2 mins)</p> <p>Mike sends his update. The program is going well. We recovered our bins for this, but only after we had purchased news. So now we have lots and they are all labeled.</p>	MJ	6:57-6:59
<p>9. School Events (8 mins)</p> <ul style="list-style-type: none"> ● Pancake Breakfast (EL) - call for volunteers and items <ul style="list-style-type: none"> ○ Need some serving items, hot plates, hot chocolate thermoses, etc ● Wednesday Dec 18 ● ● Spring Fair Update <ul style="list-style-type: none"> ○ date is set for June 20 ○ Budget requirement - This has been planned in the budget, but some funds (\$6,300) are needed up front. The money is to rent 4 inflatables (2 more than last year to cut down on line-ups), games, prizes, food, various bits and pieces for chill-zone. ○ This is targeted as break-even, however we may also go over-budget. The general consensus is that we want to keep the event accessible to everyone. <p>Motion to approve making the funds available to the Fair organizer - Taryn Seconded - Emily</p>	Var.	6:59-7:10
<p>10. Update to constitution and bylaws (10 min)</p> <p>Constitution is a template provided by ?</p> <p>Suggested changes:</p> <ul style="list-style-type: none"> ● streamline the 12 points from the template ● could have better wording around inclusion and avoiding biases 	TW	7:10-7:20

<p>By-Laws: have some constrictive rules around ratifying budget items/decisions prior to the budget being set. The budget goes from Sept 1 to August 31 and we usually have the first meeting, where the budget gets approved, later than Sept 1.</p> <p>Tegan requests parents to read the Constitution and ByLaws and think about his suggestions.</p> <p>Options to move forward:</p> <ol style="list-style-type: none"> 1. send a call for input out to all parents 2. create a draft of changes and circulate for comment <p>Decision to go with Option 2.</p> <p>AOWG has a new mission statement.</p>		
<p>9. Principal's Report (20 mins)</p> <ul style="list-style-type: none"> ● Slides - the plan to have them open all day is stalled due to damage that was discovered to both of them. The damage is to the connections at the top of the slide. Requisitions for repair have been submitted to VSB. ● Camp Read event for Grade 2 & 3s happened today ● Impromptu fire drill today ● Written Learning Update - Dec 16 ● Lunch & Quiet Spaces Discussion <ul style="list-style-type: none"> ○ discussions with teachers and staff to brainstorm what changes can be made to accommodate students who need quiet spaces <ul style="list-style-type: none"> ■ Some of the ideas require additional staffing - such as changes to the lunch routine (split time slots). Currently this is handled by finding spaces individually for students who need that (eat in the office, in the classroom). ■ Looking at offering outdoor lunch options - small group of staff who will pilot an outdoor lunch option after spring break. Will conduct the pilot and then review come September. Some feedback around the difference between low-sensory space and quiet space and how outdoor spaces may not meet the requirement by itself. ■ Library is suggested as a potential low-sensory space ■ Mindfulness Club that ran last year was helpful for kids who needed a quiet space ■ question about intermediate students and their ability to act as supervision. Intermediates do 	JE	7:20-7:45

<p>act as lunch monitors and they will have the opportunity to act as office monitors.</p> <ul style="list-style-type: none"> ■ option to take some instructional time to make that for lunch, this wasn't seen as a great option as it is already difficult getting through the instructional material ■ point is made that it isn't just lunch that needs to be addressed 		
<p>10. Communications / Other items</p> <ul style="list-style-type: none"> ● Movie Night - feedback that the multi-purpose room is too small, will be back to gym in future 	EL/TW	7:45 -
<p>ACTION ITEMS</p> <ul style="list-style-type: none"> - Tegan to draft changes to constitutions and by-laws and circulate - Emily/Jason/Tegan - to gather quiet spaces information to present at the next PAC meeting 		