

**> Parents' Meeting Minutes****May 16 2016**

5:45 pm Snacks and Greetings

6:00 pm – 7:30 pm

Lord Nelson Elementary School – Library

## PAC Executive

Kelly Carter (KC), *Chair*; Cynthia Farnsworth (CF), *Vice-Chair*;Janet Smith (JS, absent), *Secretary*; Holly Low (HL), *Treasurer*; Ken Eliuk (KE, absent),

Theresa Gibbons (TG), Fundraising

## Representatives

Daniel Knibbs, *Principal*

## Members at Large:

Smiley, Helen, Jolanda, Nicola, Sara, Elaine, Tanya, Kate, Sarah

VSB staff: Steve Snyder (SS)

**1. Approval of Agenda and Minutes****2. Treasurer's Report**

-Movie Night – Star Wars - \$742 was made

**3. Carnival – June 3**

-Advertising: Jolanda reported that lawn signs are being made now, and will be reusable. New banners being made by Brad Mitchell. Press release created and will be finalized once all information is in. Updating PAC website and FB page.

-KN – everything moving along nicely. Discussed parent idea: pottery wheel from Just Potters, decided not to move forward with this. Request for tot area playthings will go out to parent community e.g. bouncy castles. Stacie offered 2. Crafting table – button machines, masks. Sarah offered to go to Urban Source on Main Street to get supplies. Grade 7s to volunteer, with backups/extra people to sign up. Raffle is well underway, prize incentives to get kids to sell. Tickets going out on Monday. Cake walk, Grad sponge toss, photo booth – new supplier, pony rides, balloon man, glitter tattoos – all good.

-KC to contact fire department, James B. to coordinate community policing.

**4. Seismic Update - SS**

-Schedule: City is being in processing us by a couple of months, which pushes construction into late summer (August at the earliest)

-Budget: "really tight" but making it work. No major concerns. Approval from the Ministry needs to be gotten before we can go out for tender.

-Childcare/daycare: building permit has gone in but no official announcement as of yet due to a coordinating issue. City will make an announcement at some point.

-Safety during construction: There will be a 6 m wide spread between school and fenced off field. Information will be shared to school community re: plan &amp; safety once construction starts.

Contractor needs to put together a school safety plan.

-Cost: After going through cost exercises, landscape has suffered. The needs of the school proper with the outside were balanced. Outside is where things can be added on to over time. SS passed around architectural drawings for "desired landscape" and a list of "desired items" list. Everything on the list is not covered in the budget. KC requested costing for items on the list and asked what IS in



the budget (hardscaping). When the PAC gets the costing, then options will be discussed and decisions can be made re: priority items. SS said we'd get a cost list in 2-3 weeks. It would be good to have a wish list by the time of the Carnival, to prep information for the display, i.e. "this is what we're aiming for", plus a comments box. June PAC meeting would be a good time to start this conversation, with the idea to include information about what we're hoping to fundraise for in the carnival email blitzes that are going out to parents.

SS was invited to be at the carnival, and the bring the model/images. SS said he can get a board of images for the event. DK noted that it's important to remember to involve staff in decision making around outside playspaces/priorities around equipment.

-question re: corporate sponsorship of items – DK responded that it just won't happen, due to VSB policy issue + parent disagreement + recognizing corporate support in a permanent manner (e.g. plaques). Discussed ideas to raise money: sell bricks from old school, sell tiles that could go on the new school, but there's no room for adding this on the already-approved building plan. SS suggested that perhaps tiles on the outside landscape could be an option. Suggestion: can put this off to 2016-2017 school year, and at the 2017 Carnival they could sell bricks/tiles.

-Lights & sound system: Wiring the gym for lights & sound system: all members voted yes. DK will look into also doing the same in multipurpose room.

-Childcare: Nicola reported that OSC (out-of-school care) licensing came and said 45 spaces – no change from what we currently have. VCH defines usable spaces differently from other provinces, e.g. Ontario

#### **5. Administration report**

-Calendar for 2016-2017 has been submitted to the school board. It hasn't been approved yet, but it will be coming. Budget Update & staffing – in holding pattern. Contingent on budget. School plan – will be submitting same school plan with same goals. DK is happy to pass school plan on to any parent/PAC member who wants to see it before passing on to board for approval on May 18. Band and strings program survey – Grades 4-7 – parents need to get it completed by Thursday. Long range facilities planning – by the late May meeting, they'll have a list of schools that they'll want to close. Public consultations will take place in September.

-School fees for next year will be the same as this year.

-May 16: new curriculum information night. 4 parents can attend: so far, Kelly & Cynthia.

#### **Meeting adjourned**