

## **Lord Selkirk Elementary School**

### **Parent Advisory Council General Meeting**

#### **Meeting Minutes ~ Tuesday December 4, 2018 at 6:30pm**

##### **Attendance:**

Present: Erin Dosman, Holly Hergesheimer, Jenny Stephanson, Anna King, Conrad Chevalier, Jennifer Cooper-Stephenson, Heather Schofield, Jolene Harrington, Scott Young, Alison Mills, Mimi Simon, Jason Simon, Beverly Walker, Monica Benhumea, Tanya Melanson, Katie Bedford, Max Birch

Chair: Erin Dosman

Minute Taker: Jennifer Cooper-Stephenson

Call to Order: 6:35pm

Approval of Previous Minutes: Last general meeting was October 16, 2018.

##### **Chair's Report – Erin Dosman:**

Erin reported that Jola and Christine have agreed to help with communication and media. Jola put together the December newsletter which looks great. We had a few requests to be added to the email list to start receiving the newsletter!

Erin confirmed she is currently reviewing the direct drive letter and one will be sent out this year.

##### **Financial report – Conrad Chevalier:**

Conrad reported we have sold 8 Royale tickets on the square store to date. Advertising of the date (February 22<sup>nd</sup>) has begun on Facebook. Table rentals and photo booth rental for Royale have been purchased.

We are also starting to sell famous foods gift cards on the website (there is a link from the PAC site to the square store) and even had one donation this past month. We are over half way to our Famous Foods fundraising goal of \$10,000 (to date we have sold \$5,900). Heather reported that she and Jola are currently discussing how to ensure people who order gift cards through the website will be able to pick up/receive their gift cards, and also how to broaden distribution generally. Physical distribution of the cards requires some further planning. PAC will also make a concerted effort to have gift cards available for purchase at events like cocoa and caroling.

##### **School Report – Shannon Burton:**

The Selkirk girls won the city championships for volleyball tonight!

School newsletter went out today.

Mme. Burton advised that Lois Chan Pedley will be Selkirk's school trustee liaison. Lois was recently elected as a Trustee for the School Board. PAC agreed we will reach out to Lois to invite her to our

February PAC General meeting – this will allow us to introduce her to Lord Selkirk and to hear from Lois about her priorities.

Mme. Burton received great feedback about the Saleema Noon Body Science sessions that occurred in November. There are still some of Saleema's books for sale in the office for parents who are interested. Selkirk thanks the PAC for their support in bringing the Saleema Noon Foundation in. PAC members discussed the possibility of having the Saleema Noon Foundation come to Selkirk every year (or alternatively every second year) to ensure students are consistently receiving the information. The cost for the whole school is approximately \$3,000 per year (680 students and the parent night). PAC agreed we could easily fundraise for this each year by asking for parent contributions. It was agreed Jenny Stephanson will contact the foundation to book them for next year.

Selkirk's December theme is generosity and joyfulness. Ms. Mani has started placing the secret santa tree ornaments up. Families can take an ornament and purchase an anonymous gift for a child (as indicated on the ornament). The ornament should be attached to the gift and the gift given to Ms. Mani by Friday December 14.

Mme. Burton reported the teachers' wish list is in the works (teachers wish list is a list with priority areas or initiatives that teachers would like to receive PAC funds for).

Mme. Burton reported the Selkirk playground is now accessible for strollers and wheelchairs.

### **Seismic Update – Shannon Burton:**

Mme. Burton confirmed that seismic update will be added as a standing item on the PAC agenda for future meetings.

Selkirk's frame building is not officially approved yet for seismic upgrading. The project is still at the proposal stage. Accordingly, the project start – which was originally slated for September 2019 - has been pushed out to the spring or summer of 2020.

The adult education wing of Gladstone Secondary is still designated as the swing space for Selkirk students who are displaced by the project. The only decision that has been made to date is that it will be intermediates who will be going to Gladstone. Selkirk currently has 13 intermediate classes and seven will need to move to Gladstone swing site. Final decisions about which classes will be made when the project is finalized. Bussing from Selkirk to Gladstone will be provided by VSB.

The project is anticipated to take 1-2 years to complete. The goal of the project is to ensure the frame building is structurally safe – the details will be in the project definition report. It is expected the project approval will be announced in December/January.

A parent suggested we explore signage on the south side of the school – it was acknowledged that the school has a number of buildings and it would be helpful to have signage indicating where the main building and office are located. Mme. Burton noted the suggestion is timely as the health & safety risk assessment is being done next week and signage has been flagged.

### **Discretionary funding – Anna King:**

Anna reported we have funded three requests to date; dance classes (\$180), dance workshop (\$100), and holiday card making (\$100.38).

The Discretionary Funding Committee will continue encouraging teachers to fill out the funding form and ensure they obtain approval *before* they spend the monies. The committee will ensure Mme. Burton is aware of requests to ensure that the request isn't something that is more appropriately paid for out of one of the school accounts.

### **Selkirk Royale – Erin Dosman:**

Conrad is working on obtaining the gaming license for the event, once we have the license number we can start advertising!

Table and photo booth rentals have been secured. Next will be to have teachers sign up to for shifts to deal blackjack. Mme. Burton suggested a PAC member attend the December 18 staff meeting to ask for teacher volunteers. Erin Dosman will attend that morning at 8:40am.

Planning for the silent auction has started. We have received a few donations already (Vanessa Mani and Beverly Walker are coordinating). We are trying to keep the silent auction fresh and solicit new and different donations. Any parents who have a contact and want to approach a business or artisan for a donation must go through Vanessa and Beverly first so the request can be tracked and we can ensure that businesses are not approached twice.

If parents have ideas or suggestions please pass them on to Erin via the PAC email.

### **Fundraising Update – Heather Schofield:**

No SPUD or Mabel's Labels update at this time. Heather reported that SPUD is currently trying to iron out their gift card processes to hopefully make it more accessible and easy to use.

SPUD has donated a chocolate gift basket for cocoa and carolling which PAC will raffle off.

A parent raised the idea of selling Selkirk apparel (t-shirts, shorts, sweatshirts etc...). Mme. Burton advised she had some ideas for apparel and will look into it further.

### **Brewers Park Project Renewal – Tanya Melanson:**

Brewer's Park is slated to be renewed. The project was originally intended to be finished by now, but it has been pushed out for unknown reasons. PAC discussed the importance of advocating for the renewal to ensure the project is prioritized. A safety assessment of the park was done years ago and risks were identified at that time.

PAC will urge parents to keep raising the issue with the park board and inquiring about the project. In the interim there are measures that could be taken to increase safety in and around the park, i.e. cut down and eliminate shrubs. Another option is for parents to contact the School Trustee Liason.

**New Business – Scott Young:**

Scott inquired about Selkirk's plans to reintroduce the buddy benches. Scott will discuss further with Mme. Burton and Mr. Maggiolo. One option is to address it in February – the school them for the month of February is kindness. In the meantime Scott will send Mme. Burton a paragraph for the newsletter to review the concept of the buddy benches.

PAC also discussed the possibility of hosting an event to introduce the school year. Tye holds a welcome back potluck and PAC discussed that having an event in September might be a good idea to help parents connect with one another. PAC will consider for the 2019-2020 school year.

Adjourned 7:53pm

*Next meeting: PAC Executive Tuesday January 8, 2019 at 6:30pm.*