

**Lord Selkirk Elementary School**  
**Parent Advisory Council Meeting**  
**Monday October 7, 2019 at 6:30pm**

**Attendance:**

*Present:* Erin Dosman, Tracy Irvine, Wendy McMillan, Nichole Joly, Scott Young, Sarah Ng, Dawn Mesana, Lisa King, Daniela Syskakis, Koryn Heisler, Adrienne Petersohn, Vanessa Barron, Ryan Howlett, Conrad Chevalier, Holly Hergesheimer, Jenny Stephanson, Jennifer Cooper-Stephenson, Heather Schofield

*Chair:* Erin Dosman

*Minute Taker:* Jennifer Cooper-Stephenson

*Call to Order:* 6:30pm

Approval of Previous Minutes: N/A

Introductions

**Elections of 2019-2020 PAC:**

Heather spoke briefly about the PAC's ongoing desire and effort to increase parent involvement. Involvement in PAC allows parents to get know the principal, have an opinion on issues in the school, make decisions on fundraising and how money is spent. In addition parents can get some valuable volunteer experience, get to know other parents, and be a positive role model for children.

Parents who want to get involved need only commit to 5-6 hours per year (to attend meetings) – we understand that families and parents are busy and we offer a number of different ways to get involved each with different levels of time commitment.

Erin presented the slate for 2019-2020 and called for other names to be added to the list. New members at large were identified. **A listing of the 2019-2020 PAC members who were elected is attached to the minutes.**

PAC voted unanimously to allow Conrad to stay on as treasurer to train/transition the role to Erin Cedarberg.

PAC moved to elect the slate, the motion was seconded and passed unanimously at 7:04pm.

**Chair's Report – Erin Dosman:**

The year is just starting and there is not much to update at this time. The reconceived meet the teacher night picnic (in lieu of the welcome back tea) was a huge success with a lot of families attending.

**Financial report – Conrad Chevalier:**

Conrad reported that PAC raises about \$40,000 per year. Some of the funding comes from the government based on headcount, and a large portion comes from the fundraising efforts of the PAC. Selkirk Royale is the PAC's biggest fundraiser.

As of today we have \$24,000 in the bank. We expect to spend about \$45,000 this year (based on the average spend of the last 3 years).

The financial statements and notes are made public on the PAC website and all cheques have to be double signed by two PAC officers. PAC discussed the importance of keeping approximately \$5,000 available as a float at the end of the year. We strive to spend money raised in the year in which it is raised so that parents and families benefit from the funds they raise.

Last year PAC unanimously approved that we can spend up to 10% of projected annual expenditure for 2019-20 year in a single expenditure (ie. \$4,500). Such an expenditure can be approved at a general meeting without calling a special meeting.

PAC discussed funds for Saleema Noon sexual health education workshops. Saleema Noon provides age-appropriate workshops for children and a parent workshop beforehand. Ms. Burton will book Saleema Noon for next year (2020-21). Selkirk won't have workshops this year as we discussed having them every other year.

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

Ms. Burton expressed gratitude on behalf of the Selkirk staff for the on-going commitment of the Selkirk PAC. PAC has been a collaborative group and has supported so much – integral to creating a welcoming and inclusive community.

- The Selkirk school goal is social emotional well-being. Daily mindfulness at Selkirk, and EASE and STAR at Gladstone.
- Lunch hour clubs are starting up. 002 breakfast program is running every day (run by Vanessa Mani). Selkirk continues to provide food support to vulnerable families through a variety of programs and by directly subsidizing the lunch program for eligible students.
- Grade 4 and 5 leadership has been hugely successful – serving lunch, morning messages, library monitor.
- There will be no crossing guards this year due to lack of interest from grade 7s.
- Third year of communicating student learning – Selkirk is participating in new reporting program.
- Foundation Skills Assessments (FSAs) are coming up. These are provincial assessments done for all BC students in reading, writing and math. Selkirk is encouraging all students to participate. Tests are marked by VSB volunteers and are written in grades 4 and 7. Ms. Burton confirmed that the results of the tests (scores) are reviewed in detail by the principal and shared with all the teachers in the school. For students who opt not to write the tests, there will be no instruction during the testing time.

Gladstone update –

- Lockers will be provided tomorrow, took some time for VSB to paint them. The locker painting was an expensive project so needed several levels of approval. Ms. Burton confirmed that if families don't want to purchase a school lock they can purchase their own lock but staff will need the combination.
- The pop-up library will be open October 18, and musical instruments have been moved to the Gladstone site.
- Selkirk students attending Gladstone are now on the PE rotation.

- Currently, students cannot buy food in the Gladstone cafeteria due to limitations in staffing levels in the cafeteria.

Ms. Burton reported almost all Selkirk jobs have been filled. We have one posting for Monday and some other prep positions. VSB continues to have a shortage in support workers – there is a cohort of students coming out of SFU in December which will hopefully fill some of these positions.

Cross-country is underway for grade 3 and below. City meet is taking place next week. Unfortunately the team was limited to grades 3 and below due to limited teachers available to sponsor the team. If parents want to volunteer for sports teams there is a process to facilitate that. Ms. Burton hopes to have an intermediate team running next year.

Student conferences are taking place this week and volunteers are still needed to help with the book fair.

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

The frame building is empty and VSB is waiting for permits from the City. The city tries to expedite permits for schools but unfortunately there is no separate line for school permits. Next seismic advisory group meeting will occur in November.

Accessibility ramp is currently being built on the east side of the mail building. Parent advocacy for funding to improve accessibility at Selkirk helped ensure that the ramp could be built. Expected completion date is end of November.

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

As it is early in the school year there are no funding requests from teachers yet. PAC usually supports teachers by purchasing items to enhance the programming – fine arts, PE, banners, new jerseys, indigenous enhancement activities.

Ms. Burton will ensure the teacher's wish list is updated.

#### **Selkirk Royale – Erin Dosman:**

Selkirk Royale is a party in the gym (our big annual fundraiser). It is an adults only event with a silent auction and gambling in the gym. There is a decorating committee (contact is Andrea Tanaka) and there will be lots of opportunities to help with decorating the gym the day of and night before the event. We have some food available, and non-alcoholic beverages are free. Roberta runs the beverages.

Beverly will help organize donations again this year. Conrad reported that last year we raised \$11,000-\$12,000.

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

Beyond Selkirk Royale we have smaller fundraisers that run throughout the year. Clean for a cause was done in past years in partnership with Second Nature on Commercial St and Sapadilla. We don't expect to do this fundraiser again due to changes at Sapadilla. Fresh to You - we need a parent volunteer to run that fundraiser this year.

Mabels labels is on-going fundraiser. They donate 30% of all orders back to the school – in 2017 we raised \$134, we increased that to \$271 last year.

SPUD been going a couple years but fundraising is dwindling. We will continue to do post carding throughout the year to remind parents of this fundraiser.

Our most lucrative on-going fundraiser is our Famous Foods gift card fundraiser. A win-win for both the PAC and Famous Foods. Famous Foods, a local grocer donates 15% back to Selkirk – since last December we have raised over \$3,000. We have a few families who regularly purchase \$500 gift cards.

**Meeting adjourned 7:58pm**

*Next meeting: Monday November 4, 2019 at 6:30pm in the library.*

**2019-2020 PAC member elected at AGM:**

**Chair:** Erin Dosman

**Vice Chair:** Heather Schofield

**Treasurers:** Conrad Chevalier & Erin Cederberg

**Past Chairs:** Michelle Brassens, Jenny Stephanson & Beverly Walker

**DPAC Representative:** Khristine Carino

**Secretary:** Jen Cooper-Stephenson

**Social Media:** Jola Lekich

**Members at large:**

Anna King – discretionary funding

Mimi Simon – multicultural dinner

Nancy Manning – active travel

Alison Mills – multicultural dinner, & “Bikes, Lights & Bling”

Holley Hergesheimer – PAC constitution

Scott Young – buddy benches, kindness bookmarks

Mavreen David – end of year picnic

Shauna Gold – end of year picnic

Iona Bonamis – DPAC rep, waste reduction, active travel

Adrienne Petersohn

Vanessa Barron

Jolene Harrington

Wendy McMillan

Sarah Bartlett

Jasmine Lee

Flavio Wasniewski

Daniela Syskakis

Koryn Heisler

Sarah Ng