



Willows PAC General Meeting Minutes: September 21, 2011

Call to Order

PAC Treasurer, Carolyn, called the meeting to order at 7:05 pm. 26 people attended.

Approval of the Agenda

The agenda was approved by Natasha, seconded by Chris.

Approval of the Minutes

The May 2011 minutes were moved to be approved by Natasha, seconded by Chris. Adopted.

Principal / Vice Principal Remarks

Mrs. Holob

- Off due to her father's passing
- Back end of next week

Enrolment

- 590
- All classrooms used

Job Action

- Informed the employer that they are at job action stage 1
- Teacher are still available to parents as needed
- Some administrative functions not carried out
- Some of the administrators carry out the functions, and paperwork goes straight to the office
- Athletics still going on
- Q: what is phase 2 and 3, and what does it look like? A: not known
- Q: will there be report cards? A: No, that is part of phase 1 job action, but teachers will still communicate progress to parents.
- Q: is Meet the Teacher night cancelled? A: yes, it won't be happening, but parents...

Split Classes

Reasons are because:

- Enrolment mix
- Number of classrooms
- Class size limits
- Staffing allotment

Care is taken that each grade experiences the same activities as the other students their age
A bit of education for parents would be helpful, i.e. a letter to parents would help

Current Business

- Call back:
 - o A phone line is paid for by PAC; you call to say your student will be late, then the PAC volunteers look at the attendance sheet, then they call the teacher, the parents, etc. to ensure safe arrival
 - o New system should be installed by the end of September when Synervoice (voice activated system) is active
 - o The number of volunteers should be fine until the system is ready
- Class representatives

- Coordinator, Kyla, came forward last week
- The rep is a gatekeeper either way
- First big job is to track down the contact info of each parent
- There is an information collection letter template to be used
- Field trip coordination, liaise with teacher and parents, direct information back and forth, PAC events
- Emergency Preparedness (large containers in the field for an emergency use)
 - EP protocol if something happens
 - PAC contributes food & water for a couple of days in the case of the need
 - Parent ed night suggested for the protocol and what will happen – suggested for next PAC meeting (October)
- School Planning Council
 - A group of administrator + 3 parents
 - Purpose is to be the parent eyes and ears at the discussion of school goals, different initiatives staff would like to implement; SPC gives input
 - Some legislative requirements for SPC
 - Communication: through PAC (member of SPC sits on PAC executive)
- Pizza & Sushi days
 - Only fundraiser other than volunteer contributions
 - Tonya Unger is coordinating this year
 - On Wed Oct 12, from recess to noon, need 10-15 helpers to organize the year's orders (contact tmunger@shaw.ca)
 - Help needed to put out food on the days
 - Starts Oct 28, last Friday of the month
- Classroom lunch
 - Q: any adult supervision for kindergarten classes? A: floating adults, EAs shared for lunch time
 - Supervision is Grade 5 monitors
 - Many teachers stay voluntarily
 - Floating EAs go from room to room (only four classes each); administration also floats from class to class
 - Any anaphylaxis children are stringently monitored
 - Q: parents allowed? A: there can be issues with that (paid vs. volunteer time, criminal record check)
- Other fundraisers
 - School supplies ordering through Monk (can be ordered in June) administering done through PAC
 - PAC contribution: request goes out in October, suggested \$40 per student, or what you can afford
- Photos
 - To be done on Monday
 - Fill out the sheet today, get proofs and you choose the package
- Holly Tree Festival in December
 - Needs a lot of volunteers (cookies, bottle bonanza, craft rooms) gym filled with crafters, etc.
 - Revenue neutral
- Victorian Tea in the spring
 - Kids serve
 - Long-time tradition
- Lots of opportunity to get involved; it enriches your experience as a parent, makes the school vibrant
 - Please let Carolyn or Margaret know if you wish to get involved: ckroeber@shaw.ca, margrc@shaw.ca

New Business

(none)

Adjournment

- 8:30 pm
- Next meeting, 3rd Wednesday of October (Oct 19th)