

Lavington Elementary PAC Meeting Minutes
Held September 11, 2023 in the Lavington Elementary Library

ATTENDEES:

- Julie Kentel (Past president)
- Angela Barnes (President)
- Jennifer Brandle-McCall (Vice President)
- Sabrina Hamilton (Treasurer)
- Genevieve Dunbar (Director)
- Caleeda Otter (Director)
- Nicky Dunlop (DPAC Rep)
- Kylie Walman (Director/Co-Inclusion Rep)
- Jamie Royston
- Crystal Sage (Co-Inclusion Rep)

REGRETS:

Brandi Rusk (Secretary)

GUESTS:

Mike Sutch (Principal)
 Ivana Stevens (Fine Arts teacher)

Meeting called to order at 6:30pm.

REVIEW AND APPROVAL OF AGENDA	
The agenda was approved with additions. Requested additions to agenda: <ul style="list-style-type: none"> • Code of Ethics signing, • meeting Zoom ability • Inclusion Day, • Reading program 	MOVED Julie Kentel Genevieve Dunbar CARRIED
REVIEW AND APPROVAL OF MINUTES	
Minutes from the meetings held June 2 were approved with correction to “and add Sabrina Hamilton” under the discussion re: signing authority.	MOVED Julie Kentel Nicky Dunlop CARRIED

GUESTS and REPORTS	
Ivana Stevens (Fine Art Teacher) <ul style="list-style-type: none"> • Annie Junior is the musical our school will be producing and performing before spring break this year. • The cost of production will be approximately \$1000 • Ukeleles need to be replaced. 30 instruments will likely cost approx. \$2635 as quoted. • Discussion regarding what will be done or could be done with the old ukuleles, the importance to buy local or ask for a price match from Wentworth Music. 	
Introduction Round Table of all the members attending.	
Mike Sutch (Principal) <ul style="list-style-type: none"> • Total of 159 students at the school this year. 7 Divisions. About 20 staff. • Staff update was provided with a couple of new staff members. • Safety update occurred with walk around, fire drill coming and also Earthquake drill in October. • Budget update-planning tool online hasn’t been working so only big picture is available now. • 3 Levels of funding: <ul style="list-style-type: none"> -1.3 million for teaching staff -\$140,000 for EAs -Operating account \$49,000 with \$15,000 of surplus -\$25,000 in trust accounts • Volleyball-kids meeting tomorrow, looking for coaches to pair with a teacher sponsor, not traditional ball but triple ball ACTION: Jennifer to post a message on the Lavington FB page for the community Volleyball asking for coaches to contact Mike • Special Days coming up: Terry Fox run September 22, Stone Soup September 29, Mug’n’Muffin September 27 • Discussion re: Mug’n’Muffin event-Angela and Crystal offered to help, will be from 7:50am-8:30am, Crystal to organize the event with Mike, splitting costs between the PAC and School admin • Confirmed 19 students in the Grade 7 class this year. 	

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<p>Jennifer Brandle-McCall (Outgoing Treasurer)</p> <ul style="list-style-type: none"> Written report was provided in the meeting package, no questions on the report Budget discussion: reviewed last year’s budget vs. actuals and made following adjustments to it for this year: <ul style="list-style-type: none"> -increase ceiling tile supply budget from \$450 to 475 -YE Free hot lunch increase to \$600 -Class Field trips decrease from \$1600 to \$1400 with 7 divisions now instead of 8 -Add K-1 Bowling fieldtrip at \$400 -rename “I-Ride Bike Program” to “Hop on” -add approved spend from last year of \$3650 for buddy benches, office supplies, scholarship and kitchen knives Suspended decision on purchase of a new freezer until things settle out between preschool and municipality MOTION: to approve 2023-2024 budget as discussed with changes MOTION: to approve the purchase of 30 ukeleles up to the cost of \$3,500 MOTION: to renew the PAC GIC OF \$3,000 FOR A 1 YEAR TERM MOTION: To Split the cost of \$300 for the Mug & Muffin Event with the School. PAC to pay up to \$150.00 Voted Via Email 	<p>MOVED Nicky Dunlop Julie Kentel CARRIED</p> <p>MOVED Angela Barnes Crystal Sage CARRIED</p> <p>MOVED Julie Kentel Kylie Walman CARRIED</p> <p>MOVED Angela Barnes Crystal Sage CARRIED</p>
<p>Nicky Dunlop (DPAC Report)</p> <ul style="list-style-type: none"> DPAC meetings - proposing the 4th Wednesday of each month. I have confirmed with maintenance at SD22 these dates are available (we just need VSS to confirm this). The reason for the switch from Thursdays to Wednesday is if we held our meetings on Thursdays, there are 3 months where pro-d days fall on Friday following our meeting which might affect attendance. Meetings will also be in-person, at least for the first one in September. We do not have an effective way to incorporate the zoom portion at the moment so until we get that organized, it will be in-person only. DPAC members attending PAC meetings - we talked about this before, should hammer down who will/can go to PAC meetings to promote DPAC. I can prepare a "what is DPAC, why should you attend or care" type paper as speaking points for each person to assist. ELECTIONS IN November - recruiting people for the executive. Currently and officially, the treasurer position is available but for elections in November President, Vice President and Treasurer will be available. Goals/focus for DPAC - speakers/leadership dinner, etc. DPAC/SD22/VTA/CUPE mixer - VTA has proposed a get together so we can get to know each other a bit better. MOTION: to purchase a Visa Gift Card for Russ the custodian for \$100. 	<p>MOVED Nicky Dunlop Julie Kentel CARRIED</p>
<p>Jennifer Brandle-McCall (Hotlunch Report)</p> <ul style="list-style-type: none"> Written report was provided in advance in meeting package. No questions. 	
FUNDRAISING	
<p>Christmas Market (Crystal Sage)</p> <ul style="list-style-type: none"> Disussion around access to Google Drive and documents stored there ACTION: Julie to provide Google Drive passwords and Username to Crystal Crystal provided an update and filled members in on her organizing progress. Question and answers. 	
<p>Mom’s Pantry (Julie Kentel)</p> <ul style="list-style-type: none"> Julie is happy to run this fundraiser if we wish to do it. Genevieve and Sabrina offered to help on the day of delivery 	
<p>Dominoes Dough Raiser (Angela Barnes)</p> <ul style="list-style-type: none"> Cards will sell for \$20 each. PAC keeps \$15 for each sale. Sample card was shown to members Poster was created for marketing this fundraiser. 	
<p>Art Cards (Angela Barnes)</p> <ul style="list-style-type: none"> Teachers are already working on the card production with the kids September 28 will get back the art 	
<p>Fun Fair (Angela Barnes)</p> <ul style="list-style-type: none"> February 15, Thursday will be the date for this event, Pro-D follows on the Friday Grade 7 will run a concession to raise funds for graduation 	

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NEW BUSINESS	
* Kylie-Anti-SOGI walk on September 20 th , discussion to make the same day an inclusion event focused on making the school welcoming to all. Discussion on what this could look like. Possibly offering kids cookies with a message attached.	
* Website: Looking for someone to take responsibility of the PAC website- Crystal has volunteered for this task. Until another volunteer steps up.	
* Gaga Pit: Looking at creating a sub-committee for future Gaga Pit for our school. ACTION: Nicky will add a callout on FB for people wanting to get involved.	
* ACTION: Caleeda and or Nicky will look into arranging ZOOM for our next meeting.	
* ACTION: Jennifer will update the PAC poster for the Mug' n'Muffin event	
* ACTION: Julie and Jennifer to look into having Babysitters for the next meeting. Possibly Eva & Lauren	

ANNOUNCEMENTS	
* Next PAC meeting will be October 4 th , 6:30pm in the library	

ADJOURNMENT	
The meeting adjourned @ 8:45pm	