

# James Bay Community School

## PAC Meeting Minutes

Jun 21, 2017

**In Attendance:** Carrie Peter, Melissa Haines, Corinne Robinson, Stephanie McRobb, Laura Hawkes, Andrea Woodrow, Laurel Hovey, Jeff Mitchell, Jeanine Demmler

### 1. Welcome & Introductions

2. Approve Agenda & Minutes of previous May 17, 2017 meeting.

**MOTION: to accept the minutes... Moved by Laurel , 2<sup>nd</sup> by Bruce, carried.**

### **REPORTS:**

**1. Principal's Report-** As discussed in Superintendent Piet Langstraat's recent letter, the 2002 Teacher's Contract has been reinstated. Some district schools are heavily impacted, but JBCS is more impacted by community growth. **Enrolment is currently 226**, thankfully with spaces for all in-catchment students. Some classes are full or almost full. Student placement configuration is hugely complex and as numbers could change by Sept, the final configs can't be done until then. James Bay used to be a more transitory neighbourhood, but less people are able to leave due to various housing challenges throughout the city. More local construction is also increasing neighbourhood density.

**Upcoming Year End Events:** Grade 5's had fabulous time at **Camp Thunderbird** today;  
**Fun Day** Jun 23; **Talent Show**, Tues Jun 27 @ 1pm; **Year End assembly** Wed Jun 28 @ 11am;  
**Grade 5 Leaving Assembly** Thurs Jun 29 @ 1pm.

Thank you to **Monks Office Supplies**, who donated a large amount of school supplies to JBCS!

**2. PAC Chair Report-** Carrie thanked everyone involved in the PAC for all their various work and contributions throughout the year. 😊

-We are looking forward to our new Crossing Guard this Sept! Managed by Beacon Services, and generously funded by Greater Victoria Harbour Authority.

-Reminder that **Monk Office School Supplies** online ordering is now available. Orders received **BEFORE JULY 23 DEADLINE** will see 10% of that order donated back to our school.

**VCPAC (Victoria Confederation of Parent Advisory Councils)** – Tiffany Carlyle has expressed interest in being our school rep by attending the monthly meetings.

**3. Treasurer's Report-** All in good order. Gaming Grant application has been submitted for Fall 2017. Busy time of year with lots field trip receipts ☺ Laurel and Stephanie have been working hard to develop good processes for ease of continuity for future PAC Treasurers!

**OLD BUSINESS:**

**-Role of Treasurer** – Bruce O'Hara offers to abdicate from role of Vice Chair and assume role of Treasurer. Corinne nominates Bruce, Melissa seconds. All in favour. Bruce accepts!

**-Role of Vice Chair** – Laurel Hovey offers to abdicate from role of Member at Large to assume role of Vice Chair. Stephanie nominates Laurel, Melissa seconds. All in favour. Laurel accepts!

**Member at Large:** Bruce nominates Stephanie as M.A.L. Corinne seconds. All in favour. Stephanie accepts!

Now that our PAC Executive positions have been established, Corinne will file our BC Registries Society Annual Report.

**Volunteer Coordinator:** Andrea Woodrow has offered to be Volunteer Coordinator for the Fall.

**-Dickens Fair** needs to know if we want a sale table at this year's Dec Fair. No charge in exchange for us continuing to manage the Kids Zone (Lego, cookies). This is an enjoyable event, and good publicity for school...We have leftover product to sell from last year, plus Andrea and Laurel are keen to possibly think up something more, so general consensus is for us to **continue managing the Kid Zone, as well as a sale table**. Laurel will call Carol Elliot to confirm.

**NEW BUSINESS:** Jeanine Demmler proposes that when possible, people/volunteers serving food at future school events should be able to provide a list of known ingredients. This way people/students who attend these events with food allergies can make safe, informed decisions. General consensus was this is a good idea, and would be helpful to a variety of people with food sensitivities/allergies. We agreed to do this where we can in future, and request lists, or have the packaging to present. Jeff wondered about liability issues. The ingredients would be presented only to the best of our ability with absolutely no guarantees, and it is still up to person to make an educated guess about their risk.

**2017/2018 PAC Meeting dates:** Agreed to hold meetings at 6:30pm on the **2<sup>nd</sup> Wed of each month**, starting **Sept 13, 2017**. Corinne will contact Brigid Godwin to see if she would like to continue doing childminding for the meetings.

**Meeting Adjourned 7:45pm**