**DANIEL WOOWARD ELEMENTARY**

**PARENT ADVISORY COUNCIL MEETING**

Date: Monday, Sept 23, 2024

Time: 6:30pm

Location: Woodward Elementary School  
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**ATTENDEES:**

Mr. Sala (Principal), Gina M (Chair), Kevin L (Co-Chair), Cindy K (Treasurer), Lori T (Secretary)  
Catherine C, Shan L, Elana V, Vahideh R, Joanne W, Tommy C, Chris M, Cindy H, Afeefa A, Karina M, Manuel V

**AGENDA ITEMS:**

* Meeting called to order at 6:40pm
* Introductions
* Voting for Secretary role
  + MOTION: Gina – Approve Lori to be Secretary for 2024-2025 school year
  + SECOND: Kevin
  + APPROVED: No objections
* Principal’s Report
  + School Start Up
    - Thank you for returning forms
    - Staffing announcements
      * Div 1 – Job share: M. Draksic Mon/Tues/Thurs and M. Henderson Wed/Fri
      * Mr. Nakashima new role as Div 6 teacher
      * Ms. Kiselyova new band teacher
      * Resource/Prep Role is currently vacant – potential for job share
  + Kindergarten Gradual Entry – September, first two weeks
    - Successful, straight K!
  + School Story
    - School story is the goal/focus for our school community
    - This year, Growth Mindset with a focus on building Literacy skills
      * Teach to be more open to possibilities and see situations as opportunities
  + Meet the Staff / Family Event
    - Wonderful to see so many there last week!
  + Individual Photo Day
    - This week, Wednesday Sept 25 (am)
    - Retakes will be Wednesday November 6
  + National Day for Truth and Reconciliation
    - Students encouraged to wear orange this week
    - Wear orange on Friday for assembly, 11 am. Hoping to have assembly outside if it’s dry. Parents are encouraged to come to all assemblies that take place
    - Monday September 30 – No school
      * Local family events sent in last Friday’s WAAG.
      * Encourage families to take part
  + Parent/Teacher Conferences and BC Pro D
    - Learning Updates – we try to do every 2 months (5 rounds of updates will take place in the school year)
    - October 23 and 24, early dismissal days (1:45 pm)
    - Friday October 25 – BC Pro D Day – No school
  + Arts/Performances
    - Oopsie! – Tuesday, October 29 (by Candy Bones Theatre) – show will take place at school. Parents are invited to come watch
    - Otosan – Puppet show @ Gateway Theatre
      * Friday February 21, 2025 (Div. 3 – 7)
      * $12.50/student
    - iLumiDance – Wednesday, March 5, 2025
  + Presentations
    - TCO2 (Taking Care of Ourselves and Each Other) – Grades 4/5s and Grades 6/7s
      * November Dates – To be confirmed
      * Exploitation online
      * Will adjust based on school grade level
    - Body Science – Parent session on Monday, November 18, all students session on Wednesday, November 20
      * About body, sexual health
      * Will adjust based on school grade level
  + Winter Concert
    - A ‘concept’ at this stage – in discussion with staff
    - Likely last week before Winter break
    - We haven’t had a concert in 5 years. Brought to staff to discuss.

Questions from Principal’s Report:

* Lori – Neighbourhood Bike Ride Field Trip Letter & Consent Letter was sent today for this Wednesday Sept 25. Grades 5-7 is participating. Current forecast is rain and it’s also picture day. Will pictures take place in the morning?
  + Grades 5-7 will take pictures in the morning.
  + If it rains really hard, we might cancel the bike ride.
* Treasurer’s Report
  + Sept 2024 financials distributed and reviewed.
  + Reviewed proposed PAC approved expenditures for 2024-2025 school year
    - MOTION: Cindy – Approve the following proposed line items:
      * Fieldtrip subsidy (Divisions 1-7)
      * Outdoor Education
      * Author Visit
      * PAC childminding
      * Teacher Expense Subsidy (Divisions 1-7)
      * Library Expense Subsidy
      * Learning Resource Expense Subsidy
      * Office Expense Subsidy
    - SECOND: Elana
    - APPROVED: No objections
  + Grade 7 Grad Dinner Subsidy – consider increasing amount. Current amount of $30/child has been in place since 2017
    - MOTION: Gina – Increase Grade 7 Grad Dinner Subsidy from $30/child to $40/child
    - SECOND: Cindy H
    - APPROVED: No objections
  + Grade 7 Grad Decoration Expense – consider increasing amount. Current amount of $400 has been in place since 2017
    - MOTION: Gina – Increase Grade 7 Grad Decoration expense from $400 to $500
    - SECOND: Kevin
    - APPROVED: No objections
  + McNair Scholarship – consider increasing amount. Current amount of $250 has been in place since 2010
    - MOTION: Gina – Increase McNair Scholarship from $250 to $500
    - SECOND: Cindy K
    - APPROVED: No objections
  + Money for snacks for PAC meetings
    - MOTION: Gina – Approve $100 for snacks for 2024-2025 school year
    - SECOND: Lori
    - APPROVED: No objections
* New Business
  + Hot lunch Plans (Oct-Dec)
    - Oct 18 – Pizza Hut
    - Not 22 – Subway (to be confirmed)
    - Dec 13 – Booster juice + food provider (sushi or taco – to be confirmed)
    - Cash payment only
  + Event Planning
    - Oct/Nov – Art Card fundraiser (artcardsbykids.com)?
      * Gina will look into what this involves. What resources are needed? Gina will report back next month
    - Dec – School holiday breakfast, staff appreciation
      * School holiday breakfast – talk closer to date
      * Staff appreciation – parents/guardians bring in food – talk closer to date
    - May Spring Fair (2024 profits $8,777.38)
      * We will start planning in January
* Open floor
  + Fundraising Idea: Would we consider doing Scholastic Book Fair?
    - Ms. Sato used to do it, but didn’t generate a lot of funds because generally you need a lot of purchasers and meet minimum purchases.
    - Funds raised would go to the Library and not the PAC
  + PAC Meetings: Should we consider alternating from in-person meetings and Zoom meetings?
    - Helps encourage those who may not be able to attend in person to join a meeting
    - PAC agreed to try it for October meeting
    - November meeting will be in person
  + Pop Up Pumpkin Patch: Are we doing that this year?
    - Historically school funded this event. Mr. Sala will look into this.
    - Students would bring their own bags to carry the pumpkin

**Meeting Adjourned** – 8:06pm

**Next Meeting Date**: Monday, October 28, 2024 via Zoom