

École Quadra School PAC



Thursday, September 12, 2024
7:00 PM – 8:30 PM

Zoom: <https://us02web.zoom.us/j/2505145143>

Attendance

Executive: Lauren, Bri, Braden, Prescilla, Tyler, Lia, Vanessa, Gurveen
School Representation: Jeanne Humphries, Brenna O'Connor, Amy Reed
Members at Large: attendance was not noted

PAC Executive Positions

- ❖ English Co-Chair - Tyler Eames
- ❖ French Co-Chair - Bri Westhaver
- ❖ Treasure - Prescilla Tjituka
- ❖ Secretary + Communications - Gurveen Verbaas
- ❖ VCPAC Rep - Braden Hutchinson
- ❖ Parent Champion Roles - see this [document](#) for more detail
 - Advocacy (Geoff Gudavicius & Braden Hutchins)
 - Grant Coordinator (Lia Best & Erin Ellerbeck)
 - Volunteer Coordinator (Lauren Gudavicius)
 - Website Manager (Vanessa Nevison)
 - Graphic Design (Roselyn Angelica)

General Discussion + Agenda

Opening

- ❖ Land Acknowledgment: The Ecole Quadra School PAC wishes to recognize and acknowledge the Esquimalt and Songhees Nations on whose traditional territories we live, we learn, and we do our work.
- ❖ Guidelines regarding Land Acknowledgements from SD61 are available [here](#).

Principal Report (10 Minutes)

- ❖ Brenna provided #s of students- 467 students 276 english and 191 french (14 divisions)
- ❖ First PRO D Day coming up, focus will be on shared values and languages. Will be taking the bok Be a Good Ancestor into the discussion which focuses on collective language on respecting our land.
- ❖ Grade 4 + 5 (FR/EN) including grade 4s in a 3 + 4 split - September 20 will be going to Rutledge park for community building, being led by the teachers.
- ❖ Students have been doing student announcements starting this week. Started with Division 1, including birthdays and bilingual
- ❖ Jeanne spoke on the Meet the Staff Night and the opportunity to see the classrooms, visit the library, music room and gym. PAC will have a table. Happening on September 26 from 5PM-6PM
- ❖ Jeanne, October 4th Terry Fox Run, more communication to come. The goal has been \$500 for the school and we have always exceeded it.
- ❖ Feed the Future Funds - targeted funds to provide lunch/snack opportunities for students who need it and make sure everyone has access to nutritious meals while at school.
- ❖ Bri asked about the Sedene grant, Brenna has brought this forward to consult with the teachers on how to spend it, more to come.
- ❖ Clubs in discussion - been put out to teachers for input. Kindness Ninjas will be continuing.

Action items

☐ N/A

Teacher Rep Report (10 min)

- ❖ None provided this meeting

Action items

☐ N/A

Chair/Co-Chair Update (10 min) - Bri

- ❖ Passing of the minutes from the AGM
 - [AGM Meeting Minutes](#)
 - Motion by Braden, Seconded by Lia
- ❖ Election/Nominations for PAC positions
 - English Co-Chair (Tyler Easmes has volunteered) Motion by Bri, Seconded by Lia, passed unanimously
 - Secretary (Gurveen Grewal) motioned by Bri, seconded by Lauren, passed unanimously
 - Parent led items - [Quadra PAC - 2024-2025 PAC Positions](#) , no discussion document shared for reference.
- ❖ Voting on ongoing meetings and structure (hybrid/in person/virtual) including dates
 - Putting options for night to the teacher/principal on what works, establish when is best date wed/thurs.
 - Decided for an in person in October and virtual in November to see which gets the best results for attendance.
- ❖ Structure for communication
 - PAC continues to use Slack for communication. Parents can join our general channel with this link <https://ecolequadraschoolpac.slack.com/archives/CJEASBTDF>
- ❖ Meet the Teachers - volunteer ask
 - Any volunteers? Vanessa has put a link on the website to sign up to volunteer. Tyler will be at the PAC table,
 - Agreed no need for juice, we already have cookies, help set up with posters and brochures
 - Managed by Vanessa, Lauren and Tyler
- ❖ Mosaic on South Wall
 - Former quadra parents want to fix up the mural on the wall and want to join our meeting to discuss their plans.
 - Bri to reach out and establish if there is a financial ask on this and invite them to a future meeting.
- ❖ Crystal Pool replacement (do we want Vic Councillor to attend?)
 - Do we have the need for Vic Councillor to discuss the crystal pool updates? Discussion around this and decided to reach out to parents for input.

Action items

- ☐ Bri to contact Brenna to get info on booking PAC meetings and times for in person as well as best dates.
- ☐ Bri reach out to parents re the mural and schedule time for them to attend a meeting.
- ☐ Bri to include call out re vic counselor in next school email.

VC PAC Rep Update (10 min) - Braden Hutchins

- ❖ 45 schools with one rep from each school, but it's a challenge
- ❖ Larger executive than previous years
- ❖ 3 updates/issues over past 3 months
 - Over the summer school board making decision to transfer transaction fees to parents. If anyone uses school cash online there is a 4% transaction fee on every use plus 10 cents on every unit, lots of chatter about unfair burden on families. They chose this to avoid cutting other programs. Are there ways around this?
 - BC PAC sent out survey to all schools, what went well, what is concern, and what do you want them to advocate for? E.g. bullying, better communication, student safety, cell phone policy, school trips. They are going through results and finding 3-5 policy changes or funding opportunities for district pac to support schools better.

Action items

- ☐ N/A

Treasurer Report (10 min) - Prescilla

- ❖ Resource: [budget](#)
- ❖ Resource: Reference [guidelines](#) for gaming grant spending.
- ❖ Reference Material: [Main Fundraising Document](#)
- ❖ Gaming Grant update (Lia)
- ❖ Budget needs to be reviewed and passed for the year taking into consideration if the gaming grant is not awarded.
 - Bri to approach school for feedback and PAC to review before next meeting at which time we can pass a formal budget.
- ❖ Gaming grant application in progress will know after Sept 30

Action items

- ☐ Lia will find out about accounting (fundraising goal) and how to represent this on our tracker
- ☐ Bri to get Tyler signing authority on bank account
- ☐ Bri to speak to Brenna about feedback on the budget and any anticipated needs.

Advocacy Committee Intro - (5 min) - Geoff/Braden

- ❖ Intro from Geoff and Braden, more to come in future meetings after they have created partnership.

Action items

- ☐ Bri/Tyler as co-chairs to meet with advocacy reps to establish best practices and guidelines for the year.

Upcoming Events (15 min) Bri

- ❖ Give overview of upcoming events and what's needed.
 - Autumn Dance - Friday October 25 - 6PM-7PM (book gym 4PM-9PM)
 - Smaller committee: Bri, Tyler, Priscilla and one more parent. How do we organize this and be inclusive. Committee to discuss and report back.
 - Lonnie Emporium - December 9 (gym booking for Friday December 6-Monday December 9)
 - Need volunteers to help organize and sort and set up. Call out to go out in school email.
 - Board Game Night - November 7 5:30PM
 - Bake Sales (check in with after school care)
 - Harvest Bake Sale - September 20
 - Spring ? - March 13
 - QGT streaming - Friday June 20th
 - Movie night - Thursday Feb 13 / Wednesday Feb 12
 - Student Showcase (art + other passions) - Thursday May 22
 - Bottle Drives
 - October 20
 - January 19
 - April 6
 - June 15

Action items

- ☐ Bri to reach out to dance committee and set up meeting.
- ☐ Bri to include volunteer call outs in school email.

Fundraising - (15 minutes)

- ❖ Overview of fundraising opportunities for the year
 - Victoria Royals
 - have to commit to selling 150 tickets, we don't have to give the money up front, We also get 30% of the 50/50 winnings. We need volunteers to do 50/50.
 - Active Sale Opportunities
 - CV books - October
 - Apples
 - Dominos (\$2 per card - can sell for \$20)
 - Mitchell's Soups / Epicure
 - Passive Opportunities
 - Mabel's Labels
 - Fairway Markets
 - Nellies
 - Fin & Izzy
 - Westcoast Seeds
 - Monks Office Supplies (next year school supply order)

- ❖ Grade 5 Cookbook (Lia)
- ❖ Grants (Lia)
- ❖ Spiritwear

Action items

- ☐ Lauren to follow up on Royals
- ☐ Bri to get date for CV books finalized
- ☐ Lia to try to find a Gr 5 parent rep to support PAC in the specific activities.
- ☐ Spiritwear - Lauren will let us know when link is live for purchase

Ongoing PAC Initiatives + Discussion

Grant Application Strategy

- ❖ The following grants have been applied for:
 - Canada Post (denied)
 - Santa's Anonymous (applied)

Community Engagement - Mural

- ❖ Past parents contacted PAC around fixing some damage on the mural. They volunteered to take on this initiative last year. This is ongoing.

PAC Events + Fundraising

The below summarizes our events for the year and their outcomes (funds raised). For a full overview of our annual fundraising plan please go here -

[📖 Fundraising Goals & Structure - 2024-2025](#)

Sponsored School / Classroom Events/Items

- ❖ School Agendas (September)
- ❖ Loonie Emporium (December 8)
- ❖ Board Game Night (November 7)
- ❖ Fall dance (October 25)
- ❖ Quadra's Got Talent (June 20)
- ❖ Movie Night (February 12 and 13)
- ❖ Student Passion Showcase (May 22)

Bake Sale(s)

- ❖ September 20
- ❖ March 13

Bottle Drive(s)

- ❖ October 20
- ❖ January 19
- ❖ April 6
- ❖ June 15

Parent Information + Resources

PAC Fundraising Initiatives + Goals ([Fundraising Goals](#))

PAC Resources

- ❖ Review our constitution [here](#).
- ❖ Subscribe to our google calendar for all events [here](#)
- ❖ Watch for our updates in the school email
- ❖ [Follow us](#) on Facebook
- ❖ Join our [parent community](#) on Facebook
- ❖ Join our organizing board on [slack](#) for events.
- ❖ Visit our website and sign up for volunteer opportunities [here](#).

NEXT MEETING - TBD - <https://us02web.zoom.us/j/2505145143>