



**École Woodward Hill Elementary**

# **Parent Advisory Council**

**January 15, 2024**

**Members in Attendance:**

- Andrea Phillips - President
- Jessica Rutherford – Vice President
- Tina Chohan - Treasurer
- Monica Singh - Secretary

**Members at Large:**

- Angela Skillen
- Farzana Alefi
- Stacie Palivos
- Maggie Sekhon
- Nirmal Binnag
- Steve Binnag

**Absent Members:** Nil

**Guest:** Brad Issel

**Venue:** School Library @ 6:00 pm

**AGENDA:**

1. Call to order
2. Adoption of Agenda
3. Adoption of minutes – November 23, 2023
4. Principal's Message
5. Financials
6. Hot Lunches
7. Fundraisers
8. Old Business
9. New Business
10. Additional questions/concerns

1. **Call to order:** Andrea Phillips called the meeting to order at 6:03 pm.  
Andrea respectfully acknowledges the school is on the shared, unceded traditional territories of the Katzie, Semiahmoo, Kwantlen, and other Coast Salish Peoples.
2. **Adoption of Agenda:**
  - Motion to approve: Tina Chohan
  - Seconded: Stacie Palivos
3. **Adoption of Minutes – November 23, 2023:**
  - Motion to approve: Angela Skillen
  - Seconded: Jessica Rutherford
4. **Principal's message:**
  - Black History month – wearing black and acknowledging the black history. Making announcements of the importance of Martin Luther King.
  - Racial Equity team is working from the district is working with Woodward Hill. More information will be in the newsletter.
  - Lunar month
  - Pink Shirt Day (February 28<sup>th</sup>) representing anti-bullying.
  - Basketball starts up for boys and girls.
    - 5 weeks game starts next week.
  - Kindergarten registration starts today.
  - School librarian is looking for volunteers (parent volunteers) from 8:30 am – 9:30 am
    - Will put in the newsletter.
  - Brad displayed the new jersey and thanked PAC for their kind donation.
    - 100 reversible jerseys
5. **Financials:**
  - As of today we have \$13,601.26 in the Regular Account and \$31,524.85 in the Gaming Account.
    - We are still waiting for the jerseys cheque to clear from the Gaming Account.
    - \$9,000 will also be coming out from the Gaming Account for the Hip Hop.
  - We budgeted \$4,000 for the Christmas 2023 Gringe and Pancakes but we didn't do the pancakes.
    - We had money left over as the cost for the Gringe was \$500 + \$311 for the candies.
    - PAC agreed to allocate that money towards the school library (\$750 for the labels and \$1,500 towards the books).
    - All in favour – PAC passed it.
  - We will drop the PAC domain name emails and use generic email as the costs have gone up.
    - All in favour – PAC passed it.
6. **Hot Lunches:**
  - Promote "Feed an Eagle" fund (winter 2024 \$33, fall 2023 \$100)
    - Allows parents to donate for families in assistance.
  - PAC funding lunches for families in need of assistance (to date \$294.50)
    - Jenny determines which families need the assistance.

- Andrea Phillips suggested to provide \$50 to each student (need of assistance) to use towards lunch and end when \$50 is used.
- PAC will continue funding for the hot lunch and determine the following school calendar year.
- No more concession sales on lunch days.

**7. Fundraisers:**

- Purdy's chocolate fundraising doubled from last year as we sent out hard copies out to families.
  - Purdy's – profit \$895.45
- Kernels – profit \$346.60
- Upcoming:
  - Raffle in April.
    - Only teachers can sign out the tickets.
    - Hold the money and tickets at the office in a separate pouch.
    - Angela Skillen will pick up every day.
    - 2 ½ weeks of selling raffle tickets.
  - Purdy's Easter in February and pick on March 11<sup>th</sup>.
  - TCBY – fundraisers to sell tube of yogurt in June.
  - Kernels
  - Freezie Friday's
  - Doughnuts – sell online and have vendor at school to distribute (more discussion later).

**8. Old Business:**

- Pop up tents still need to be purchased (green tents).
- Spirit Wear.
- Bylaws were updated last year. Need to find the updated version or one will have to be made.
- Google domain – cost had risen to \$26.21/month.

**9. New Business:**

- Teacher appreciation – after Spring Break in mid-April.
- Library funds – librarian has asked if there are any available funds for purchasing books  
\*See notes in Financials.
- Movie Night – February
  - Voted not to host it due to the mess people made last year.
- Fun Day – June 14<sup>th</sup>
  - Rest station will have chips/juice boxes.
  - It will not be a hot lunch day.
- AGM in May – looking for new executive members.

**10. Addition Questions/Concerns: None.**

**Meeting Adjourned: 7:15 pm**