

William Watson Elementary Parent Advisory Council (PAC)

General Meeting Minutes- September 28,2021

William Watson Elementary Library

1.0 Welcome and Call to Order: Carrie Lakatos (President of PAC) Called the meeting to order at 6:06pm.

2.0 In Attendance: Anne Smith (WWE Principle), Carrie Lakatos, Cassandra Pelzer, Harjeet Grewal, Melanie Terry, Rebekah Paul, Teri Parker, Kiya Singh, Candace Paradon, Jessica Buntain, Ranjit Sandhar

3.0 Approval of Agenda : Rebekah Paul Approved, no objections, carried.

4.0 Adoption Of Previous Minutes: Meeting May 12,2021- Carrie Lakatos Approved, no objections, carried.

5.0 Principle's Report- Update from Anne Smith.

It was projected that WWE would have approximately 386 students for the start of the September 2021 school year. However, the school has 432 students and 2 more started on Monday October 4th making the total number of students 434. Due to an unexpected jump in numbers it was a chaotic start to the year. The increased numbers increased the school by two divisions. We have two new teachers this year Mr.Jiang (grade 4/5), and Ms Han (grade 3/4). With the increase in students we have been approved a Vice Principal for one day a week to help Mrs Smith out. The VP will be an internal hire which means there will be one class with one teacher pulled on Fridays to accommodate this. A substitute

will likely fill this position for the teacher that is pulled. Due to the increase in students the school added one new portable and currently Ms Lot is in it. The new Playground is up and in use. We are allowed to have Assemblies this school year and therefore the plan is to split the school to accommodate numbers allowed for Covid protocols.

6.0 President's Report: Carrie Lakatos

Hot lunch is a go for this school year and we are looking forward to having it running for October 14 2021. We are working at getting new families and Kindergarten Families set up for Munch A Lunch ASAP.

The Exec committee has started a new Facebook Page (William Watson Pac) and a new Instagram account (wwepac). These are specifically to communicate and inform families of the ongoing PAC fundraising and events. The plan is to hand both groups over to future PAC Executives and keep transition consistent for communicating with families.

Looking for suggestions on new vendors that are licensed and could offer pre packaged items for hot lunch. Also looking for any ideas for treat Tuesdays including trinkets, treats ect. Again all have to be pre packaged as per covid rules.

Welcome Back tent on September 7th was a huge hit. We had two tents on the opposite sides of the school. We handed out glow sticks, tattoos, and bubbles. We also handed out our business cards and spoke to many families who we were able to encourage to come to PAC meetings, help with fundraisers ect.

Parent Teacher Concession night was wonderful. Although we were unable to get a Bbq organized in time we did have a cash only concession and we made \$318.85 profit.

Goals:

1. We have big goals we would love to share. Firstly, The Exec PAC proposes that we work on creating a scholarship program for WWE Alumni. We will need to

form a sub committee to figure out the parameters around this and details. We are suggesting that we start with one scholarship of \$250 and then increase from there. Again this is simply a suggestion as to what to start with.

2. Spirit Wear Revamp with the new school logo that was designed by a previous WWE student that graduated from Fleetwood Park about 2 years ago. The logo encompasses a non gender specific warrior figure with the school colors. It has been awhile since new spirit wear has been done and we are looking into new vendors to try. Goal is to start organizing this immediately.

3. Kitchen Renovation: We would love to redo the PAC kitchen as it is in need of some major renovations. We do not have a budget set but this is something we wish to work towards and hopefully utilize donations, and or connections with companies in the community. This will be revisited at a later date and we will need to look into quotes ect.

7.0 Treasures Report: Harjeet Grewal

Budget and Finances- (See attached Budget for 2021/2022 school year) Budget was motioned by Carrie Lakatos, seconded by Rebekah Paul, no objections and carried. Note: A suggestion to increase the budget for Spirit days to \$4500 due to increase in students this year, this will be changed on new budget report before final submission.

Gaming Grant: Has been submitted and we have not received this yet. Usually we hear of approval in mid October. We do not know the amount yet if we get anything. Covid has changed the amounts given as far as we know its likely less than previous years. The gaming grant rules are to be used for very specific reasons. Some which include they must be used to service all students, used within a 3 year period and not given to other classrooms if not used. Examples of where this money is used are for buses for field trips, or used towards the playground.

We have submitted requests for two other grants and have not received

correspondence as to if we got them yet. One was for \$10,000 through the District of Surrey and One is for \$10,000 through the City of Surrey.

Playground project is completed and all paid for. We received a gracious donation from Fresh Slice of \$2000. We will plan to use them for Hot lunch and support them as they have done to support us.

The PAC would like to give the Teachers two allotments of \$150 for a total of \$300 to be used specifically for their classroom.

Low Income Families are kept private and through Anne the Principal it will be decided who needs assistance to pay for hot lunch. If anyone is aware of a family in need please let Anne Smith know.

8.0 Vice President's Report- Cassandra Pelzer

Cassandra is the DPAC liaison for WWE. She attended a meeting a week ago. The meeting was an introduction and discussed the Constitution and bylaws.

Cassandra has put forth the following questions/suggestions.

1. Is it possible to stagger the PAC Exec roles in that we alternate replacing the roles? Has this been done by other schools in the past? If so has this been successful, why or why not?

~ Intention would be so that instead of the Exec being brand new every two years perhaps only two roles would be new and the other two would have a year of experience. The thought is that this would save the Principal from having to orientate all four positions every year.

A discussion was had and the thought around this is that it might be too complicated to make this happen. It was explained by Rebekah (previous PAC president) that the bylaws are written in such a way that no person can remain in their Executive Role for more than two years. However what this allows is for someone who for example might have been in the treasurer role for two years to then run for another position such as President. This gives others the opportunity to stay on for another two year term but in a different role. It was suggested that there be shadows for the Exec roles so that they can learn the role and then when

voting happens they can run for that position. This allows them sometime to understand the role should they decide to be an Exec in the future.

Cassandra is awaiting to hear back regarding the questions that she put forward to the DPAC. Likely there will be further discussion on this in the future.

Fundraising:

We have many fundraisers still on the go and are busy planning upcoming ones as well. The Return It Depot fundraiser, Mables Lables are ongoing. Some new fundraisers we are organizing are Tru Earth, Cobs Dough Raiser, treat Tuesdays, Purdys, and a movie Night. As well as Spirit Wear, some sort of Christmas Pancake Breakfast and many many more ideas.

Stay tuned for the return of Munch a Lunch and Treat Tuesdays happening asap.

9.0 Old Business

A HUGE Thank You to the previous PAC Committees for all of the fundraising and planning that went into the New Playground. We appreciate the hard work and countless hours it took to make this possible. The new Playground is completed and paid for and being enjoyed by many students.

10. New Business

Discussed and continuing to follow :

DPAC questions raised by Cassandra, Future Fundraising, Kitchen Renovations, Scholarship, social Media, spirit Wear.

11.0 Questions and Answers

Would it be beneficial to host PAC meetings over Zoom?

~ This was attempted once before and it was a lot of work. It required too much

time to learn the process and run the meeting. Unfortunately the cost was not worth it as the number of participants still was low. Great suggestion however is not something that the PAC feels will work at this time.

Will the current PAC utilize the Website that the previous PAC created?

~ Although the website was beautifully done the amount of people who visited the site were minimal and it was reported to the new Exec that Facebook was the go to site for information. A quick poll of the members at the meeting verified this as only two stated they visited the website. The website was not passed on to the new PAC and therefore we are not comfortable creating a new website. The new Exec feels it is best to utilize Facebook and Instagram as well as email to communicate with families. We created a new Facebook account and Instagram specifically to communicate PAC related information for families of the school. The old Facebook page will remain as it is run by Rochelle Arlitt and has also been a great avenue for the other information within the William Watson Community. The website will no longer be used for communication with parents.

12.0 Adjournment:

The meeting was adjourned by Carrie Lakatos @7:22pm.

Next Meeting: TBD likely the week of November 22-26th 2021.

Budget for 2021/2022 School Year (Written by Harjeet.G.)

PAC accounts for 2020/2021 School Year

Fundraising account:

🕒 **Opening balance - \$12,891.21**

🕒 **Closing balance - \$22,652.47**

Gaming account:

⌚ **Opening balance - \$7,444.80**

⌚ **Closing balance - \$183.65**

PAC accounts for 2021/2022 School Year

Fundraising account:

⌚ **Opening balance - \$24,648.72**

Gaming account:

⌚ **Opening balance - \$179.80**

Proposed spending for 2021/2022 school year

\$4,500 (\$5 per student) for school spirit days – dates to be determined

\$6300 for classroom allotment (\$300 per division) – based on 21 divisions

\$320 for schools buses for each division (19 divisions). A total of \$6,080.

\$250 for WWE alumni scholarship – an initiative to work on for this school year

Kitchen renovations, this will be based on costs, pandemic and how the school year unfolds.

Respectfully Submitted by Melanie Terry

