

Royston Elementary PAC Executive

Meeting Minutes

June 9, 2022

Meeting brought to order at 6:30pm

In attendance: Warren Colegrave, Teresa Cameron, Paul Liebenberg, Jasmin Tufnail, Briana Noot, Stacey Murphy, Lucia Little, Anna Minaker, Jennifer Stevenson, Danica Prowse, Tara Pietrzak

1. Welcome & Introductions –

2. Agenda Review & Additions

3. Reports

- **Principals Report** – Warren Colegrave - Please see attached report.
- **SD71 Trustee Report** – NA
- **DPAC Report** – NA
- **Treasurer Report** – Stacey Murphy. \$36k in general acct. \$4k in gaming. Acct Receivables at \$1600. Teachers still have lots of discretionary funds to use. We will likely end the year at about \$30k in general acct and depleting gaming acct. Audit trails – Stacey wants/needs receipts! Also discussed relieving Tara from all the work she does with Hot Lunches. Danica is going to take over financials for her – posting payments, getting deposits ready etc. for hot lunches.
- **Fundraising Report** – Fundraising went very well again this year! Hot lunches very successful.

4. New Business

- **Treasurer** – Danica Prowse will take over Treasurer position for 2023/2024 year!
- **Bursary** – Dennyse Harris was very excited about Royston El renaming our bursary in honour of her late husband Brad Harris. This years bursary will be put in envelope and Briana Noot will drop off at Vanier so they have it for their ceremony.
- **Survey Payment Request** – PAC approved payment of Survey Monkey to give access to survey results to put together presentation for Regional District in regards to crosswalks and sidewalks around the school.
- **New PAC Positions** – will be posted and voted on first PAC meeting in September.
- **Teacher Gifts** – PAC will contribute to goodbye gifts this year instead of paying for full gifts as there are 19 staff members leaving. \$170 remaining in staff appreciation budget that will go towards these gifts.
- **Beach Day** – Reviewed shopping list and volunteer list.

Meeting adjourned at 8:30pm.

PAC Principal's Report for Thursday, June 9th

Happenings This Month Around Royston:

- Field Trips have been winding down, thank you to the PAC for your generosity this year.
 - 40/41 grade 6 students were able to go to the Tribune Bay Outdoor Education Centre on May 24th. A great time was had by everyone – thank-you PAC!
- Fantastic job down my Mr. Zadvorny and his Grade 5/6 class with the Young Entrepreneur Fair last week!
 - We're hoping to expand the format next year and invite the entire community in to the event.
- The planning for transition afternoons for students moving to Courtenay Elementary is currently underway.
 - Royston students/teachers have been paired up with Courtenay EI classes, and SD71 has provided funding for Royston homeroom teachers to take their students to Courtenay EI for one afternoon in June.
 - Fun Fair (June 17th): Courtenay EI has extended the invitation to their fun fair to all transitioning Royston students/families.
- On June 14th our grade 6 students are headed to Cumberland Community School for a transition morning of fun and lunch with the Cumberland grade 6 students.
- Also next Tuesday, June 14th, Natalie Catto will be here from the Vancouver Island Regional Library to tell our students about the Vancouver Island Summer Reading Club. Reading is one of the best things students can do over the summer to stay in "school shape" for September.
- Pauline Rankin (our counsellor) and Anna-Marie Krahn (our library clerk) have developed a parent library at Royston. An email went home tonight listing some of the excellent resources that parents can access during the year, or over the summer. *
- Ms. Bell and Ms. Cameron are currently finishing up literacy assessments for all of our students.

- This was done to help put detailed information into the hands of our teachers as they enter the 2022-23 school year.
- We have just completed 2 weeks of class composition/construction meetings.
 - Excellent, professional process and 2022-23 teachers will be given a “class profile” of their class, which highlights strengths and stretches for each student.

Looking a little further into the future:

- On Tuesday, June 21st our school will be celebrating National Indigenous Peoples Day, which we have combined with our traditional fun day. This day will include a variety of stations for students to visit, including traditional Indigenous games, crafts, face painting, and a bouncy castle.
 - \$500 grant given to us to help fund the day by Indigenous Education.
 - Possibility of PAC contributing to this event next year?
- Friday, June 24th is our last Spirit Day for the school year, Tropical Day!
- Beach day is June 27th!
 - All classes will be leaving the school around 10: 30 a.m., with a hot dog lunch at noon, and leaving to depart back the school at 1:30 p.m.
 - Contacted the CVRD. We have clearance to get porta-potties, but 2 of them for the day is \$450.
 - Hot dog #s are in and we will need 450 hot dogs!
- Another important date for grade 6 families to circle on their calendars is June 28th, when our grade 6 graduation and award ceremony will take place, starting at 10:45am.
 - Grade 6 families have been notified and invited to attend.
 - We are currently in the process of notifying all major award winners (it will be finished tomorrow if not already).
- Finally, June 29th is the final day of school . . . well, half-day.
 - 10:30am assembly: saying good-bye to staff and thank-you to volunteers.
 - Term 3 report cards and summaries of learning will also be coming home that day.

Other odds and ends:

- Staffing: At this time, we are going to be turning over 19 staff, which includes 6 new teaching staff, and over 13 support staff (office staff, EAs, daytime custodian).

- School supplies. We are currently having to re-evaluate our school supply process after recently discovering that the school “funded” over \$2200 worth of school supplies this year alone. This isn’t even remotely sustainable.
 - Most likely moving to an “older” system where parents will be given a list and a choice to either “auto purchase” them from Teaceher’s File, or buy their own and bring them to school
 - Families in need will be able to rely on the school for support.

- June 29th Staff barbecue: 1pm
 - Is the offer still on the table to use QF points for purchasing some of the food? How do we go about doing this?