

Royston Elementary PAC Executive

Meeting Minutes

October 13, 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, Annette Yang, Harmony Dyck, Stacey Hoselton, Rosa Maxwell, Chelsea Keene,

1. Welcome & Introductions –

2. Agenda Review & Additions

3. Reports

- **Principals Report** – Warren Colegrave - Please see attached report.
- **SD71 Trustee Report** – Please see previous recorded meeting.
- **DPAC Report** – Annette Yang. Has not been able to attend a meeting yet.
- **Treasurer Report** – Stacey Murphy. Has applied for Gaming Grand in July and it has been received - \$6200 in gaming acct. General acct – just less then \$28,000. Spirit Bursary cheque has not been deposited yet – we will have to be more communicative next year about this. We do have a budget for staff appreciation as well as QF points - \$400. We need to remind parents about donating points at QF as well as Cobs. Briana will make a sheet on how to help fundraise. Estimation of fundraising about \$23,000 this year. What we spend this year needs to be closely considered. Reviewed the budget for this year.

4. New Business

- **Vote & Confirmation of PAC Members**
 - Paul Liebenberg for Pres** – Motioned by Tara Pietrzak. Seconded by Jennifer Stevenson. Motion moved unanimously.
 - Briana Noot for VP** – Motioned by Stacey Murphy. Seconded by Paul Liebenberg. Motion moved unanimously.
 - Jasmin Tufnail for Secretary** – Motioned by Briana Noot. Seconded by Anna Minaker. Motion moved unanimously.
 - Stacey Murphy for Treasurer** – Motioned by Harmony Dyck. Seconded by Danica Prowse. Motion moved unanimously.
- **Staff appreciation lunch** – we used to do a lunch (pre-covid) in June. Maybe we will do this in March instead to make June less busy. Will re-discuss in February.
- **New Union Bay School** – SD71 does own a few parcels of land in Union Bay and this is something that will happen in the future.
- **Budget approval** – See Treasurer report from Stacey Murphy.

- **Hot Lunch Update** - The cost of Hot Lunch has gone up substantially, but we haven't raised the prices a ton so our profit on Hot Lunch has now gone down. Discussion of bringing back milk and/or hot dogs.
- **Halloween Dance** – Briana is organizing volunteers etc. Tara helping with food orders.
- **Gift for Lee Hutchison** – Will collaborate with the school with funds and add to theirs. \$100.
- **Coffee machine – staff room** – Voted no.
- **AGM** – tonight
- **Fridge – staff room** – Warren has requested \$\$ from the school fund for the new fridge that is needed.
- **Asking** – Lots of talk about going out into the community and asking for donations. Always surprised on what the community will give back.
- **Bottle collection** – not really a great place to store bottles at the school. Mobile recycling never answered any phone requests. To be discussed further later.
- **Grade 6 field trip** – we will fund \$2500 and then the kids can raise the rest of the funds.
- **Kim Patrick Theatre Works** – May not be feasible this year. There is a large cost to it for a small amount of students to be involved in it. There was also a lot of work required for the staff and they may not want to take it on again this year. Maybe we could do a workshop instead. May also look into Sitka Stage & Screen.
- **Grade 6 Yearbooks** – students will pay for yearbooks themselves this year. We will make sure that we can supplement the families if they are struggling with this payment.
- **Raz Kids** – Lucia Little motioned full cost for \$1000. Briana Noot seconded. Motion moved unanimously.
- **Mathletics** – Stacey motioned full cost \$962.50. Seconded by Danica. Motion moved unanimously.
- **Folding tables & dolly \$2000 request** – we will do some more pricing and come back to this.

Meeting adjourned at 8:40pm

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?