

Sir James Douglas PAC Meeting Minutes September, 21, 2016

6:38pm meeting called to order

- Welcome and introductions

Teacher report

- Mme Gerhart spoke for the teachers overall.
- Going forward the teachers will have one attendant at each PAC meeting
- 1. Earthquake backpacks
 - updated by the PAC
 - Need to look at expiry dates on glow sticks and verify that the contents are replenished.
- 2. Garden project at Government House
 - Will there be money in the budget to continue the project this year?
 - PAC responded yes it will continue to fund this school year
- 3. Kindergarten Playground
 - Sarah Hodgson volunteered to be a liaison for the teachers
 - Kindergarten group need a safe appropriately sized place to play.
- 4. PAC fundraising proposal was brought to the meeting
 - Alice has taken the information for further investigation.
- 5. Authors that visited the school last year
 - From Mrs Pommelet lyrics a thank you for the funding support to allow the students to have the experience.

Halloween Party -Jen and Laura

- Will be held Friday, October 28 from 6-8pm
- Coordinators and Volunteers
- Music – Kimberly
 - Need Playlist from last year, list of equipment to order.
- Tickets- Tanya
- Food – Jen
- Decorations – Jeanine
- Advertising (social media) and posters – Laura and Michelle
- Games – Jen and Grant

Change in Executive Roles

Alice moves to change Constance's role from co-chair to member at large and to change Jen's role from member at large to co- chair.

Seconded by Tanya

12 votes yes, zero votes against, motion is carried

First week of school

- Murray addresses the concerns put forward in a letter from the PAC
1. First Day
 - Line up at last year's spot and a teacher will meet you there and take you to your classroom.
 2. Transition
 - Superintendent will email the Principal to give notice to change classrooms. This happened Wednesday of this year but cannot be guaranteed in the future.
 3. Communication
 - Moving forward the website will be updated with as much information as possible.
 - An effort will be made to improve the communication for kindergarten children returning to grade 1.

School update -Murray and Carmen

1. New staff
 - F/T Sandra Kurtz Division 2 Grade 4/5 split French
 - F/T Katie Bigsby Division 14 Grade 2 English
 - Job share Mme Duyndam Tamara Grilling Division 19 Kindergarten French
 - Still hiring for Division 7 Grade 4/5 split English
2. New division created
 - Grade 4/5 split English
 - Assessments and organization were completed with all students to ease transition once the teacher has been hired.
4. Active and safe school routes
 - HAST – met with a consultant and coordinator
 - information collection to be completed, paper survey to go home with her students
 - walk around the school scheduled for November to observe traffic patterns and flow in the morning and afternoon
 - action plan to be developed and shared with City of Victoria Council, the report will discuss ways to support parents and teachers to reduce vehicle usage.
5. Pro-d September 19
 - There will be 7 pro-d days this year, one additional due to curriculum changes
 - District meet and greet
 - Unveiling of the official District plan and mission statement
 - Technology piece; GAFE -Google App for education, new report software.
 - Report writer is no longer German supported, teachers must choose from Fresh grade or CSL Communicating Student Learning going forward this year.
6. One extra classroom this year
 - Will be used for, art specific room for larger projects, strings program and French Second Language instruction for English students.
7. Lead numbers in water?
 - SJD reported very low numbers for lead content comparatively and by Canadian standards

- The district has made the decision to add filters to all drinking water fountains regardless of the results in individual schools

Lice check, Monica coordinator

- Education is needed to reduce the stigmatization of head lice
- Suggestion to put a drop of tea tree or peppermint oil on the child's neck each morning to reduce the transmission.
- Long hair should be tied back to avoid transmission
- Hairspray helps to avoid transmission
- Metal combs have been ordered and will be available on loan for families needing them

Fernwood Coffee fundraiser

- Five times per year
- Order by paper form or by hot lunch order site

Fairfield/Gonzales Neighborhood plan

- Draft unveiling at Fall Fairfield, Saturday, September 24th, 2016 at Porter Park

Crossing guard

- Beacon Community Services did not supply a crossing guard for the beginning of the school year
- Nicole has offered to pay the PAC if they are willing to take on the management and staffing
- The PAC has agreed to take on the management
- Lindsey, Tag and Kelly will job share for 2016/17

Healthy snacks

- The office has snacks on hand for child who do not bring a snack or lunch to school
- Jen will take on purchasing healthy options matching the budget that the school has used in previous years
- Investigation into programs offered through the Ministry that supply fresh fruit and vegetables to see if they fit the needs of the school and students.

Parking

- Email sent to Constable Chris regarding his presence to remind parents not to park in yellow painted curb areas and sidewalks.
- Phone to follow up this week
- Add a second crossing guard to target Moss/Thurlow corner
- Cones with signs in the drop off to remind that there is no parking, drive through only.

Meeting concluded at 8:05pm