

**École Élémentaire Sir James Douglas Elementary School**  
PAC Meeting  
April 18, 2018 6:30pm

**Travel Committee**

- Travel Committee is meeting April 19; small membership and could use a few more members
- Walk and Wheel Days April 24, one more in June, and Bike to Work/School Week (May/June)
- A bike has been donated for a year-end prize
- Walking School Bus isn't getting a lot of participation, so they may be discontinued; the new "Kipling Kiss and Go" stop has been set up for the corner of Kipling and Thurlow for families to drop off and have children walk across Porter Park and the field to school.
- Focus will be on celebration tables and encouraging people to not park in front of the school; many more volunteers are needed to assist with Walk and Wheel days to increase the number of stations.
- PAC and school would like to have some signage along drop-off zones and yellow zones
- How do we police it? School can set the "rules" about what happens in the drop-off area
- Sending message home with students; having students "police" by holding signs in the morning
- City of Victoria involvement? Road safety, making Thurlow a one-way street? What is City plan for the Active Travel Plan recommendations?
- Mayor Lisa Helps has asked to attend a PAC meeting—possibly May?
- Committee has written a letter and would like school and PAC Executive to co-sign

**Crossing Guard**

- School District is aware of Beacon Community Services discontinuation of crossing guard responsibilities, but unclear how this will be managed in future.
- Crossing Guards are recognized and thanked during the staff appreciation event.
- Could the Crossing Guards be introduced to the kids?
  - ACTION: Murray will explore this with staff.

**Outdoor Play Area**

- Consultation—need assistance with the consultation
  - ACTION: Michelle to meet with Murray to discuss school-based consultations and send out Consultation plan to Executive and Committee for volunteers.

**School Swag**

- Will include hoodies, canvas totes, greeting cards, t-shirts, knee-high socks, hats, etc.
- This will be one of the main fundraisers for the outdoor play space

- Photo needs to be taken of the mural for printing, and some of the colours may be changed to keep printing costs down (more colours = higher production cost)

### **School Supplies**

- School supplies catalogue has arrived; teachers can start preparing their lists
- Orders will be done using the hot lunch site again, with PAC Executive collecting the funds and paying Staples.
- School still orders through Monk due to good benefits to the school
- Question about switching to “Kev” online account, for payments. Jocelyn has gotten some training on it, is new to the SD this year.
  - ACTION: Murray will discuss with Jocelyn.
- Volunteers are needed to assist: intense, but short-term (one week, maybe?).
  - Collecting teacher lists, adding them to the sales website, sorting, but Staples did a lot of organizing.
  - Aimee and Monica will help.

### **Spring Dance**

- Dance in the gym: May 25, 6 to 8:30pm, '80's Spring Fling
- Coordination:
  - Decorations: Monica/Janet
  - Food: Jenn and Nicole
    - Bake Sale: Jenn
    - Ice cream truck: Laura
    - Pizza and Taco Bags
    - Donation letters: Justin
  - Games (Twister, etc.)
  - Quiet space/board games in the library
  - Dance contest
  - Posters/flyers: Julia
  - RSVP online (EventBrite): Aimee

### **Pancake Breakfast**

- June 8, 8am
- Coordination:
  - EventBrite: Aimee
  - Door Prizes: Laura
  - Coffee donations: Nicole
  - Grill orders: Jenn
  - Poster/flyers: Julia
  - Music (Vic High Band): Tanya
  - Shopping: Laura (Costco); Nicole (Red Barn)
  - Recycling/Waste Stations:
  - Water: Look into renting/purchasing keg

### **School Update**

- Fountains are being replaced with fountains/bottle filling stations
- Will also be adding filters to the sinks in K/Gr. 1 classrooms
- All carpets are being taken out and replaced with linoleum over the summer

- Class assignment work has begun
  - 9 English divisions; 13 FRIM divisions
  - Looking like most splits will be okay; difficult to determine when the best time for conversations/informing families about potential issues
  - Best person to discuss placement preferences is with the classroom teachers, as their information gives a lot weight to the process.
  - Lunch supervision:
    - presentation to the Board of Trustees:
      - lunch supervision and safety issues with Gr. 4/5 supervising with an adult circulating between 3-4 classes; issues are not with the younger children, generally speaking; recommendation was to have paid staff to supervise every K/1 staff, this is not feasible.
      - Suggestion to having teachers doing supervision of eating time.
    - SJD has the longest recess time; 57 minute lunch break, 20 minute recess; could move to 45 minute outside with eating time during “instructional time.”
      - Victoria Teachers Union contract will not allow for teachers to do any non-instructional supervision, and any change would be grieved.
    - BCPAC resolution is asking the Ministry to develop province-wide best practices for lunch time.
  - Litter-less lunches: everything but compost will go home; food, Kleenex, etc., are compostable; snacks are encouraged to be eaten inside, but if they go outside, they should unwrap the snacks ahead of time.
  - For 2018/19, no drinks offered as part of hot lunch program.

### **Lunch Program**

- Review of lunch program—healthier options?
- Noodle Box is not really working: lunches are served cold, and are often not finished (cold noodles, too much food)
  - ACTION: Nicole will look at other potential options for hot/vended lunches.