



Hillcrest PAC

Helping Hillcrest Stars shine even brighter

PAC Meeting Minutes

Monday Feb. 19, 2018 - 7pm

In attendance:

Lindsay Martin, Tania Ross, Sarah Ball, Eric Watters, Sharilynn Wardrop, Julia Fellman, Cammy, Jaime Boardman, Gina Zak, Tia Wedge, Kuda Midza, Michelle Loukko

Approval of January's minutes: Motion to approve January's minutes by Tania Ross, seconded by Jaime Boardman

Approval of Agenda: Motion to approve tonight's agenda by, Sharilynn Wardrop, seconded by Sarah Ball

Principal's Report: Report from Cammy:

Staffing Update:

- Elora - Noon hour supervisor, in two classrooms and outside
- Thursday @ 2pm - Assembly, 16 Japanese Teachers to visit assembly and Canadian elementary classes
- Wednesday Feb. 28th Pink Shirt Day
- Staff involved in Pro-D day activities on non pro-d days (come in the summer for a day in lieu of another Pro-D time)
- Core Competencies common language - Pro D day workshop
- Next after school session for teachers in April
- Ministry is working on another non-instructional day for next year- TBA
- Fields to be replaced starting this spring - staff meeting on Wednesday

- PA system and phone system - updated around/during Spring Break
- Bell Schedule - Letters/emails from Parents
 - Review bell schedules/teaching minutes
 - Lot to account for when making the time sheets (instructional minutes/prep etc)
 - Earlier end time allows for parents to get students to events and teachers to participate in pro-d
 - Possibly create surveymonkey survey to get feedback from parents

Budget:

Reporting our Successes so far this year

- Mr Lim has surpassed current budget (~1008 > 1000) and has requested approval for additional \$350
 - Miscommunication of available funds from multiple accounts, thought was using last year's budget
 - Review current budget, typically raised more than estimated
 - Voted for approval for \$350 for Library (Mr.Lim) - All in favour

Review of PAC Executive

2017/2018 School Year

Chair/President - Vacant

(Past President- Sarah Ball/Tania Ross)

Treasurer- Allison Riley

Secretary- Eric Watters

VCPAC Representative- Lesley Arnold

Parent Partner Coordinator- Michelle Loukko

Activity Coordinator- Tania Ross

Hot Lunch Coordinator- Sharilynn Wardrop

Communications Coordinator- Nolan/Gina Zak

Earthquake Coordinator- Jaime Boardman

4 members at large

- Lindsay Martin
- Sandy Hansen
- Andrew Pitre
- Tia Wedge

Aim to have a budget review in April and follow up with VCPAC

Earthquake / Food (Jaime- report on water delivery)

- Water is here!! (arrived before the earthquake)
- Budget increase required to cover cost of bars
 - Estimated to be approx additional \$600
 - (if under \$500 can be voted by PAC EXEC)
 - Reunification drill as part of the Community (April to June?)
 - Limited in size, possibly purchasing or renting bin
 - Have full medical set of supplies

TC Fun Run:

- We are registered in the School Team Challenge Category under the name: Team Tiernan Hillcrest Elementary. I've requested the same logo as last year.
- Team Registration deadline is Friday April 6th, the run is Sunday April 29th
- 59 people registered this year so far! Go team! (>250 last year)

Hot Lunch update: Sharilynn

Sharilynn and Petra both need to step down next year. A few inquiries about volunteering for next year but no concrete offers. We will not have a hot lunch program next year unless we find volunteers to fill these positions this spring.

- Is currently a position filled by 2 people - one to coordinate orders, vendors etc, one to coordinate the lunch delivery at the school
- Other schools have it fulfilled with 3 people
- A position description to be made available by Sarah Ball
- Not a paid position
- The Hot Lunch year needs to be planned at the same time as the school year calendar in the spring if it is going to happen next year - planning and scheduling in April/May
- Ideally contact and coordinate vendors by the end of June

- Process has been simplified, online payment, monthly deadline, no snacks (less shopping). New volunteers could simplify more if needed.

PINK SHIRT DAY: T-shirts & Bandanas (Sarah) Wed. Feb.28th

- **Shirts will be delivered early next week then handed out**

Staff Appreciation- Sandy

Committee: Sandy, Lindsay, Michelle, Tania, Tia

I would like to reuse the picnic table cloths and western decor from the dance (including the “Wanted” photos of the teachers and the photo booth prop) and borrow Lindsay’s other “country fair” type decorations for a picnic theme. Let me know if you have anything fitting to loan for the event. I have bought 2 Costco cases of San pellegrino cans but don’t anticipate needing to spend too much more than that. We are always short forks so I may purchase some (anyone getting rid of an old set?) and will likely bring in some white plates from my home to use.

Theme

- Date: Thurs. March 1st
- Watch for Google doc to be sent out for sign up (Sandy)
- Please use the budgeted money (line items specific for this event ~ \$100)

Parent Facebook Page: Sarah To Discuss

- Not a PAC run page (Created by Parent)
- Original motivation for page
- Tone and posts should be positive

Dance Debrief -

- A huge thank you to Lindsay and Jaime for taking the lead on the dance. It was a big success with over 55 families attending and a profit of just under \$1000 (~\$906) - [Yeehaw!](#)

End of Year Picnic (without a field)

- Possibly Sierra Park? Permit, book it
- Possibly Mt Doug Park?
- Gyro Park?
- Evening ~6ish
- We need a chair
 - Find a place, book it, create a committee, may be a budget... \$1500?
- June 22nd, Friday
- Sarah to phone to book the event (Saanich Parks)
 - Chair to take over.... Anyone for chairing?
- Further discussion to be had

Next PAC Meeting-

- **Monday, April 16, 2018 7pm in the library.**

Please sign the attendance roll if you have not already, thank you :)

END OF MEETING (8:00 pm) - See you in April!