

George Jay PAC Meeting

8 Jan 2020

6:30-8:00 pm

George Jay Library

In attendance

Executive: Angela Cooper-Carmichael (President), Kim Drapeau (Vice-President), Roberta Hamme (Secretary), Maritia Gully (HWAC rep and Member-at-Large), Lilli Bauer Patey (Member-at-Large)

Staff: Melanie Postle (Principal), Joy Nugent (Vice-Principal) Leila Durzi,

Parents: Melanie Cullins, Colleen Danks, Cara Gibson, Barbara Leij, Thea McDonagh, Sarah Sweeney

Guests: Natalie Bandringa (Capital Regional District)

1. Meeting called to order at 6:30pm. Welcome and recognition of traditional territories (Angela)
2. Agenda accepted as circulated.
3. Minutes of 11 Dec 2019 PAC meeting accepted.
4. Reports on previous action items
 - a. Survey on initiatives for grant funding (Cara Gibson) – A survey was distributed to parents and staff to inform our vision for fundraising. Currently, 48 entries received (about 8% of the 514+ enrolled students + staff). Suggestion to make hard copies and hand out in the yard or bring around an iPad with the survey. Melanie to send the survey out to all parents. Grant applications would be strengthened if we could record people's time to calculate volunteer value. Discussion over how the PAC could facilitate connecting teachers who need items to parents who have items to donate. Library is accepting board game donations currently. Action item for Cara: create a google spreadsheet with wants and haves on different tabs. Could also do a paper-based Giving Tree with leaves showing what the teachers want that would be connected to the digital sheet.
 - b. PAC website (Roberta) has been updated with new Treasurer name and e-mail
 - c. Update on Language of Consent books (Roberta on behalf of Zeta) – Leila has some of these new books available for parents to sign out, and the rest are in the counselor's office as a resource for the counselors. Staff are aware they are there. Action item for Angela: send out an e-mail to parents (with a photograph of them spread on table) letting them know these books are available.

5. Principal's Report (Melanie)

French kindergarten registration started. 36-38 registrations so far. The new catchment boundary requires careful checks of addresses. There probably will not be more than 2 French kindergarten classes next year.

English kindergarten registration starts 20 Jan. Older children can register in February. Should know intended registration for next year by Spring Break. Concern about accounting for returning students or students who want to change streams between French and English. 4 spots exist for English K students to move into French 1. Mel will send out a letter to parents to record this information. Current George Jay students will attend middle school at Central or Lansdowne.

No update on the learning studio. Likely little progress over the winter holiday.

Joy Nugent has returned as Vice-Principal, so Brent Kelley is no longer at George Jay. Andrew Abott will temporarily be librarian. Nicole Harcos has taken Div 5. Lisa Mulvihill has taken over from Ginger McStravick. In Div 9 (French 3/4), M. Briggs is applying for a few months leave. Brea Mason has this contract, but had a baby in Sept and will be back next Sept. Sally Buchamp is currently filling the position, but can't commit to the rest of the year. There is a French Immersion sub (TTOC) who may fill the position. If the position cannot be filled with a certified French immersion teacher, school will look for a good teacher who has strong French language skills but is not certified. Good teaching is priority. There is a province-wide shortage of French immersion teachers and the district is attending hiring fairs in other provinces.

Mel has been writing grants. Currently, it costs the school \$1000 to rent chairs for performances (this pays for transport from Oaklands where we borrow them from). School would like to purchase our own chairs and risers and find space to store them. PAC could try to raise / spend funds for them. Risers could stay in music room and could be moved around (lighter). Action item for Executive: organize fundraiser and obtain risers.

Accessible playground equipment ordered in December.

6. President's Report (Angela)

- a. *Motion to accept the draft George Jay PAC Constitution as our new constitution* (see Appendix to these minutes) – passed unanimously.
- b. Emporium summary. – This year's Emporium was the biggest ever in the history of George Jay. Went very smoothly. Volunteers made gift baskets out of small items, which worked very well. Total profit of \$1700. Suggestion for PAC to be clearer in future advertisement on the timing of event. Some people were still arriving at 5pm. PAC needs to send thank you cards (~27). Could we create some George Jay stationary? Stated that there are cards designed already. Monks could print these. Action item for Angela: get design to Sarah Sweeney for printing at Monks. Sarah to be reimbursed by PAC. Letter to Cordova Bay 55+ to be accompanied with card.
- c. Update on new PAC subcommittee on equity and diversity. Angela contacted One Love Consulting. Subcommittee still needs to meet. Action item for Angela: set up subcommittee meeting.

7. Vice President's Report (Kim)
 - a. French Movie Night - Jan 10. Decision to show Inside Out in French. Roberta volunteered to run event.
 - b. Valentines Grab Bag – Funds will be requested from parents. All kids will get a bag Feb 13 even if parents have not paid. Hopefully some parents will donate extra. Suggestion for kids in each class to decorate a bag and then trade to others. Bags could contain mini erasers, stickers, kindness notes, seeds embedded in paper. Suggestion to avoid large amounts of candy or little plastic stuff. *Motion for funds from Valentines Grab Bag to go to Emergency Box supplies* – passed unanimously.
 - c. Bottle Drive - postponed until better weather, likely after Spring Break, since volunteers must stand outside for hours.
 - d. Mr. Dennis (crossing guard) got a new winterized safety jacket. *Motion to reimburse him for the jacket (~\$100)* – passed unanimously.

8. Treasurer's Report (Angela on behalf of Zeta) – see Appendix – raised over \$6000 in raffle. Still accounting for how many tickets went unsold. Action item for Leila: return unsold tickets she has to PAC. Suggestion that we estimate the number of volunteer hours devoted to the raffle. Action item for Zeta: ask Andrea to estimate. Emporium raised nearly \$1700 profit. Wreath profit was \$370 (total income was \$1900 but wreaths and delivery are most of that). \$920 made on silent auction so far but more is still coming in. Some book fair money was deposited. Discussion of what it was for exactly – likely T-shirt sales. \$1250 allocated so far to staff granting program. Gaming funds grants being spent regularly. English movie night raised \$300.

9. Secretary's Report (Roberta)
 - a. Update on staff granting program – All staff who applied for grants have been contacted about provisional approval of their grants. In some cases, grants were approved immediately. In others, we are seeking donations from community companies or organizations. In still others, more information was requested.
 - b. BCCPAC has issued a call for award nominations and for nominations to their executive.

10. Health and Wellness subcommittee Report (Maritia)

The Vancouver Island Parent Conference is coming up in Victoria on 29 Feb. One paid registration available to a PAC member. Please contact Angela if you are interested.
More info on the conference at <https://vipc.ca>

Weekly fruit and veg is continuing to classrooms.

Health fair is being planned for 24 April 2-5 pm. Next planning meeting 28 Jan at 3pm in library. HAWC is reaching out to organizations to set up booths. A plant sale is planned to raise funds for Grade 5. Suggestion that Hilltop Nursery would be a good place to source plants. Possibly, Gerry Oak seedlings could be sold.

The George Jay Field has been closed for Jan and Feb, but could be longer. Will not be opened until standing water is gone.

11. Brief update on Ready Step Roll (Natalie Bandringa, CRD)

Flyers were passed out (see Appendix to these minutes). Improvements are in the implementation stage. Draft action plan being finished based on fall walkabout and other info from school. Action plan will include a list of suggested actions, which can be aligned with city. Several important initiatives completed or coming soon. A new bike rack was ordered this week. Signs for the bike trail that goes through school are being made to encourage people to dismount. The CRD would like to work with teachers for kids to design signs. These could be laminated with stakes or attached to the fence. City of Victoria logo would be added. Suggestion for positive messaging. ICBC staff can come to school and provide education on road and pedestrian safety. Kids could make tickets for police to give out. Bike skills class coming in May for grades 4 and 5. 60 min in class. 90 min on school grounds blacktop with 4-5 stations. Topaz bike club might be able to help with extra bikes and helmets for the event. In the future, hope to be able to actually teach on the road. Plan for a follow-up survey on the impact of the improvements. Nathalie would also like to work on how to get school grounds to drain better. She can talk to a storm water specialist at the city about whether trenches could be cut to break up clay.

12. Adjourn meeting

Next meeting scheduled for 12 February 2020 at 6:30pm

Constitution

Section I – NAME

The name of this council is George Jay Parent Advisory Council.

The Council will operate as a non-profit organization with no personal financial benefit accruing to members.

The business of the Council will be unbiased with respect to race, religion, gender, politics, socio-economic status, sexual orientation, and physical or mental ability.

Section II – MISSION STATEMENT

As parents/guardians and caregivers, we believe our children's educational experiences are more successful if we are involved in supporting their education.

Our mission is to support students and parents/guardians by providing essential social and educational resources on their behalf. We are dedicated to working together within a proactive and caring environment to enable students and families to reach their full potential as life-long learners and contributing global citizens.

Our belief is that every human being will succeed if given the right tools, structure, and opportunity and if treated with consistent care and respect.

Our goal is to enhance personal and academic achievement by promoting respectful, inclusive, and healthy working partnerships within our school system and neighboring communities.

We ensure that we will exercise integrity and remain approachable, appropriate, and accountable.

Section III – PURPOSES OF THE COUNCIL

The purposes of the Council are:

1. To promote the education and welfare of students in the school
2. To advocate for the rights and needs of students in the school
3. To empower parents/guardians with individual concerns to act on their own behalf, and to provide information on the process for taking concerns forward
4. To encourage parent/guardian involvement in the school, and to support programs that promote parent/guardian involvement

5. To advise the district, school, principal, and staff on any matter relating to the school community
6. To provide leadership in the school community
7. To build community and school spirit through organizing and supporting activities for students, staff, parents/guardians, and the neighbourhood
8. To provide parent/guardian education and a forum for discussion of educational issues
9. To assist the principal and staff in ensuring that the highest safety standards are maintained in the school and neighbourhood
10. To provide financial support for the goals of the Council, as determined by the membership
11. To advise and participate in the activities of the Victoria Confederation of Parent Advisory Councils and the BC Confederation of Parent Advisory Councils

George Jay PAC treasurer report
January 8, 2020

Income:

- George Jay PAC raised over \$6000 in the raffle. Hooray! A very profitable fundraiser
 - 160 tickets were unsold. 840 tickets were distributed.
 - Given the revenue collected, we can assume we sold 610 tickets. That means 230 tickets got lost. Next year we may want to look at how we distribute tickets.
- Emporium also did well bringing in almost \$2500, after expenses our net income was ~\$1700
- We have deposited ~\$920 for the silent auction with \$130 plus is incoming
- The Wreath Fundraiser brought in \$1900 but after expenses our profit was ~\$370 (still a small amount incoming)
 - Is this fundraiser one we want to continue doing given the net income?
- This last semester we received money from SPUD, Victoria Lions' Club, and deposited book fair money.

Expenses:

Out of General Account:

- We were under budget for Halloween Dance Supplies
- We were over budget on Emergency gifts as we purchased a gift for the grieving Charlie Family.
- \$1250 is to be distributed to three of the PAC grant applicants.

Out of Gaming:

- We spent \$425.25 for a field trip transportation to Goldstream and Gorge Park for Div 23, 24, 26.
- And \$67.52 for food on the field trip for Div 22
- Movie night food cost just over \$300
- This last term HAWC distributed just over \$1000 worth of fruits and veggies to the kids

George Jay Elementary is part of the Ready Step Roll: Active School Travel Planning 2019-2020. This program brings together students and parents, schools, municipalities and community partners to increase walking and wheeling to and from school. When more students walk and wheel to school, we have healthier and happier kids, safer school zones, and more sustainable communities for all.

Ready Step Roll is a 18-month program working with a school travel planner, Natalie Bandringa, from the Capital Regional District.



BENEFITS TO USING ACTIVE TRANSPORTATION



Help your child gain confidence and independence (including while they are travelling with an adult)



Faster and easier than dealing with drop off congestion



Spent time as a family and away from screens



Enjoy nature in your community

KEY PROGRAM UPDATES

October-December 2019

Data Collection -- Action Planning

Thank you to all participants who attended or provided feedback for the George Jay Walkabout, which took place on October 23rd, 2019. The results from this event led to the development of the Action Plan document, which will be included in George Jay’s final School Travel Plan in June 2020.

The Action Plan presented at this meeting was made in partnership with the Engineering Staff at the City of Victoria. The purpose of this document is to summarize the identified infrastructure upgrades, which will help improve the level of Active Transportation participation for students and staff at George Jay. This document also includes a summary of Educational Campaigns and Encouragement Activities that will be ran in 2020.



Data Collection – Favourite Routes Mapping

The Ready Step Roll program will be working with each participating school to develop resources for parents and students. The Favourite Routes Maps will require consultation with the school body to identify how students are currently arriving to school, while demonstrating alternative routes with safe pedestrian infrastructure that may be currently underutilized or unknown. Natalie will be working with the George Jay PAC in early 2020 to determine opportunities to come to the school for this activity before drafting the final map for the School Travel Plan Report in June 2020.

Purchasing

A brand new bike rack has been purchased for George Jay! It will be installed by SD61 in the coming weeks.

ONGOING AND COMPLETED INFRASTRUCTURE UPGRADES

- Shorten merge lane on Cook St (complete)
- Addition of crosswalk to Chambers and Princess (complete)
- Request vegetation maintenance along sidewalks as needed from properties (complete)
- Repaint pedestrian crossing markings at Bay and Cook (in progress)
- Improve Queens Ave parking regulations via infrastructure and educational initiatives (in progress)
- Update pedestrian crossing at Bay and Chambers (Early 2020)
- Add wayfinding signage to Wesley Park cut-through (Early 2020)

UPCOMING EVENTS AND INITIATIVES

- Installation of new bike rack infrastructure (late January – early February)
- Installation of active travel encouragement messaging along Queens Ave pedestrian pathway (late January – early February)
- Participation in the “Think of Me” ICBC Program to improve pedestrian and road safety (April)
- Participation in Bike Education courses led by GoByBike (May)
- Participation in Bike to Work Week (May 25-31, 2020)
- Participation in the Follow-up survey for the Ready Step Roll Program (May-June)

Get in touch! Natalie Bandringa, Capital Regional District, nbandringa@crd.bc.ca, 250-360-3240
www.crd.bc.ca/ready