



George Jay Parent Advisory Council
General Meeting
AGENDA

Monday, December 12, 2022, 6:30pm

Chairperson: Matthew Payne (President)

Zoom link: <https://uvic.zoom.us/j/89141766303?pwd=ekpFcFFqd0czRmR0QUsvMWlJU2oxdz09>

ATTENDEES

PAC Executive: Matthew Payne (President/Chair), Emma Gillespie (Vice President), Kendall Salahub (Secretary), Roberta Hamme (Treasurer), Erin Macklem (Member-At-Large)

Administration: Sarah Winkler (Principal), Christina Chase (Vice-Principal)

Caregivers (Zoom): Karla Gallagher, Kathryn C., Lisa Liu, Naomi McCormick, Sanjida

1. COMMENCEMENT OF MEETING

1.1. Acknowledgement of Traditional Territories

The George Jay Parent Advisory Council wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories we live, we learn and we do our work.

1.2. Approval of the Agenda

Recommended Motion:
That the December 12, 2022 agenda be approved.

Emma, Lisa, Approved

1.3. Approval of the Minutes

Recommended Motion:

That the [November 15, 2022 George Jay Parent Advisory Council General Meeting minutes](#) be approved.

Kendall, seconded by Roberta, approved

1.4. Business Arising from Minutes

- 1.4.1. **George Jay Naming Committee:** Erin Macklem and Naomi McCormick have joined the George Jay Naming Committee.
- 1.4.2. **Apple Fundraiser:** We agreed to hold a second Sun-Oka Fruit Farm Apple Fundraiser. This ended on December 3rd and apples are expected to be delivered Friday (as of writing this on Wednesday evening).
- 1.4.3. **[Ascent Yard Care](#)** will be at George Jay on Saturday, January 7th for a Christmas Tree Chipping fundraiser - chipping will be by donation, and wood chips will be used in our school garden.
- 1.4.4. **Wreath Fundraiser:** We were unable to arrange for pick up in Courtenay with a truck or trailer this year, so the wreath fundraiser is not happening. We have reached out to Hilltop Greenhouses, who run 2 fundraisers every year - a Mother's Day fundraiser and a winter poinsettia fundraiser. We had missed the deadline for this December, but are now on the mailing list to receive notifications for future fundraisers.
- 1.4.5. **Winter/Spring Events:**
- 1.4.5.1. Added a **Movie Night** on Thursday, January 26th (Friday, January 27th is the Pro-D Day)
- Are there any volunteers to help at the door, set up, clean up, or sell pizza and juice boxes?
 - Are there any movie suggestions?
- 1.4.5.2. Consider adding **Spring Fling Dance** on Friday, April 14th.

Recommended Motion:

That we add the **Spring Fling Dance** on Friday, April 14th with a budget of at least \$500 (targeting neutral or net income impact on budget)

- Are there any volunteers to help at the door, sell pizza and juice boxes, help set up or clean up, or plan the event?

Moved by Roberta Hamme, seconded by Kendall Salahub.
Unanimous.

1.4.5.3. **Moved the** Silent Auction fundraiser to in-person in April (1-2 weeks over Student-Led Conferences and the potential Spring Fling Dance.

- *If you know of any businesses to contact or if you have anything to donate, please reach out to one of the PAC Execs!*

2. **PRINCIPAL'S REPORT** (Sarah Winkler)

- **Hampers:** *There are hampers pouring into my office right now - boxes of fresh food, veggies, gifts from members of the community. Thank you to the amazing behind-the-scenes people who support our school community now and throughout the year.*
- **FSAs:** *For the parents of grade 4 students, you should be seeing booklets home soon in your children's backpacks. Please remember this is a snapshot of one moment in time, and for a lot of kids, this is their first time doing a standardized test like this. First glance results look impressive. (For more information about FSA's, please click [here](#) - Kendall, PAC Secretary)*
- **Grade 5 Hoodies:** *These have arrived but we were 1 hoodie short. This final hoodie should arrive tomorrow and then on Wednesday this week, all grade 5s should be able to get their hoodies.*
- **Winter Crafternoons:** *Shout out to the PAC for supporting another successful Crafternoon event. Lots of cool things have been made in the classrooms.*
- **Reporting:** *Reporting will be coming in one of two ways depending on the teacher/class - either just in digital portfolios or the more traditional written format (which are also available online through Parent Connect this year under 'Assessments'). For now, the more traditional assessments will also come home Friday in paper form. If you have any questions, please reach out to your teacher(s).*
- **Maximus Breakfast:** *Maximus is sponsoring a big breakfast for students and parents on Friday morning between 8:00am and 9:00am - waffles, sausage, fresh fruit are all on the menu.*
- **Winter Break:** *Friday is the last day before winter break - students return on Tuesday, January 3rd.*
- **Kindergarten/French Immersion Registration:** *Click [here](#) to read more about registering for Kindergarten or French Immersion - important dates are below:*
 - *French Kindergarten/Gr. 1 Early French Registration - January 9-13, 2023*
 - *English Kindergarten Registration - January 23-27, 2023*
 - *Late French Registration - January 23-27, 2023*

- *Transfer (Changing Schools) - February 6-10, 2023 (for middle school, your catchment goes by the address we have on file. Please make sure that is up-to-date)*

3. PRESIDENT'S REPORT *(Matthew Payne)*

- *VCPAC - proposed calendar for next year does not align with Saanich/Sooke - requesting feedback.*
- *Online vs hybrid meetings - most seem to prefer joining online but fine with hybrid*
- *Succession!*
- *Bread run back at George Jay after the break!*
- *Final board of education meeting is tonight right after this meeting finishes*

4. VICE PRESIDENT'S REPORT *(Emma Gillespie)*

- *Thank you to treasurer Roberta and two children who created Thank You cards for a few of our wonderful donors (Thrifty Foods, Panago)*

5. TREASURER'S REPORT *(Roberta Hamme)*

5.1. Fiscal Year 2022-23

Deposits

- \$211.50 Cash - Games Night

Disbursements

- \$48.45 for \$50/division winter craft funds
- \$184.80 + \$83.07 for Games Night food
- Reissued cheque to George Jay originally made out to a teacher

Net Values for November Events

- Games Night = -\$56.37 (net loss)

5.2. Account Balances: as of 12 December

General: \$25,276.10

Gaming: \$9,182.19

On budget at this point.

- #### **5.3. Proposed Bylaw Change:** That the bylaw change that would allow the Treasurer to be one of the cheque signers. Right now, there are three other people with signing authority besides me, and I need two of them to sign every

cheque. As changes to Bylaws require more notice, a motion will be proposed next PAC General Meeting in January.

Current Bylaw:

9.7 The Executive will appoint three signing officers from the membership, in addition to the Treasurer, for banking and legal documents including cheques. The President, Vice-President, and Secretary may service in this capacity. Two different signatures are required on all of these documents. Neither the person preparing cheques (typically the Treasurer) nor the person to whom the cheque is issued may act as a signing officer for those cheques.

Suggested change:

9.7 The Executive will appoint three signing officers from the membership, in addition to the Treasurer, for banking and legal documents including cheques. The President, Vice-President, and Secretary may service in this capacity. Two different signatures are required on all of these documents. **The person to whom the cheque is issued may not act as a signing officer for those cheques. Cheques must be fully filled out before being signed, i.e., no blank cheques.**

5.4. Reimbursement Form: Made a new reimbursement form - Sarah distributed to staff and paper copies available in office.

5.5. Gaming Report: Will submit Gaming Report this week.

6. SECRETARY'S REPORT (*Kendall Salahub*)

6.1. Emergency Supplies: A proposed Phase 1 of catching up on the school district's recommended emergency supplies, including replacing food and water expiring in 2023 will cost about \$4,500 and includes first aid supplies, communication equipment, replacing food and water, tarp, rope, honey buckets and mylar emergency blankets. Phase 2 will include a range of tools, batteries, candles and flares and cost up to \$1,500. Phase 2 should also include extra warm clothing, comfort items for kids and teachers, which have not been included in this \$1,500 estimate. Recommend that next Clothing Swap we keep extras with emergency supplies, and consider expanding the donation wish list to include playing cards, small toys/stuffed animals and sleeping bags.

7. MEMBER AT LARGE REPORT (*Erin Macklem & Christy Bowen*)

7.1. *Does anyone have any movie theater contacts? Looking for popcorn donations or discounts for future Movie Nights, etc. Vic Theatre? Could we pop our own popcorn*

7.2. *Leslie is heading up staff appreciation event - seems like we can set up for Thursday!! PAC can express appreciation for staff right before winter break.*

8. NAMING COMMITTEE REPORT *(Sarah Winkler)*

8.1. *No report this month, hopefully next month we'll have one.*

9. ADJOURNMENT

Recommended Motion:
That the meeting adjourn.

Adjourned at 7:19pm

Next Meeting: Monday, January 16th, 2022

18:32:51 From Kathryn c to Everyone:

parent

18:32:58 From Matthew Payne (he/him) President to Everyone:

Parent

18:33:06 From Kendall Salahub to Everyone:

Parent

18:33:11 From Emma Gillespie (she/her) to Everyone:

Parent

18:33:13 From Roberta Hamme to Everyone:

Roberta Hamme - parent and PAC Treasurer

18:33:23 From Sarah Winkler to Everyone:

Sarah Winkler - admin

18:33:29 From Myra to Everyone:

Myra James - parent

18:33:44 From Christina Chase- VP George Jay Elem to Everyone:

Christina Chase- admin (VP)

18:34:26 From Karla Gallagher to Everyone:

Karla Marshall- parent

18:35:03 From Lisa Liu to Everyone:

Lisa Liu - caregiver

18:35:35 From Matthew Payne (he/him) President to Everyone:

<https://docs.google.com/document/d/1ui9Tudskm3PHpt6iTeEhqj2EdSVGeXudUTbdLI A7x3o/edit>

18:36:42 From Emma Gillespie (she/her) to Everyone:

Can you put the link to tonights agenda in the chat as well please?

18:36:53 From Matthew Payne (he/him) President to Everyone:

https://docs.google.com/document/d/1TG1a0_WvuWG3FxxvCMqEXOK_2UTV9V14Ybn6rGU 2K07s/edit

18:37:40 From naomi_mccormick to Everyone:

Naomi McCormick - parent

18:37:50 From Emma Gillespie (she/her) to Everyone:

Thanks Matthew!

18:40:10 From Roberta Hamme to Everyone:

I'll be there for movie night!

18:42:31 From naomi_mccormick to Everyone:

Sounds great!

18:42:47 From Kendall Salahub (PAC Secretary) to Everyone:

I like it 😊 Bake sale was really popular too, would love to see that again

18:43:01 From Emma Gillespie (she/her) to Everyone:

yah!!

18:43:16 From Kendall Salahub (PAC Secretary) to Everyone:

Silent Auction will be around then too

18:51:13 From Matthew Payne (he/him) President to Roberta Hamme (Direct Message):

Please scroll down on the agenda to Principal's report when you have a moment.

18:51:33 From Roberta Hamme to Matthew Payne (he/him) President (Direct Message):

it looks scrolled down from my POV already

18:51:38 From Roberta Hamme to Matthew Payne (he/him) President (Direct Message):

what are you seeing?

18:51:50 From Matthew Payne (he/him) President to Roberta Hamme (Direct Message) :

Cuts off at Naming Committee

18:52:11 From Roberta Hamme to Matthew Payne (he/him) President (Direct Message) :

how about now?

18:52:27 From Matthew Payne (he/him) President to Roberta Hamme (Direct Message) :

Same.

18:52:48 From Matthew Payne (he/him) President to Roberta Hamme (Direct Message) :

Thanks

18:53:03 From Roberta Hamme to Matthew Payne (he/him) President (Direct Message) :

strange. not sure why that happened

18:57:03 From Sarah Winkler to Everyone:

<https://www.sd61.bc.ca/registration/online-registration/>

18:58:27 From Matthew Payne (he/him) President to Everyone:

Karen Anderson

info@vcpac.ca

phone or text: 250-857-6535

18:58:58 From Kendall Salahub (PAC Secretary) to Everyone:

<https://us14.campaign-archive.com/?u=f9820508e54f0b84d77791ba9&id=91f33a77a2>

18:59:04 From naomi_mccormick to Everyone:

I have feelings about online, lol.. def works before for me but fine with hybrid 😊

18:59:22 From naomi_mccormick to Everyone:

*better

18:59:42 From Sanjida (she/her) to Everyone:

Online works better for me too.

18:59:44 From Kathryn c to Everyone:

online for sure but hybrid is great

19:00:43 From Matthew Payne (he/him) President to Everyone:

5. The final Board of Education Meeting of 2022 is tonight at 7:30 p.m. View via livestream or watch the recorded meeting at a later date. To review the agenda and watch the meeting, please visit:

<http://bit.ly/2Y5MhgS>

19:04:21 From Erin Macklem to Roberta Hamme(Direct Message):

Hi Roberta. I'm wondering if that November movie night reference in your report is meant to be games night?

19:04:40 From Erin Macklem to Roberta Hamme(Direct Message):

Under Net Calue

19:04:43 From Erin Macklem to Roberta Hamme(Direct Message):

Value

19:09:09 From Kendall Salahub (PAC Secretary) to Everyone:

Those changes sound reasonable to me

19:09:27 From Erin Macklem to Roberta Hamme(Direct Message):

I think these changes make sense and seem to cover off past problems.

19:09:33 From naomi_mccormick to Everyone:

yep

19:09:42 From Erin Macklem to Everyone:

I think these changes make sense and seem to cover off past problems.

19:10:01 From Kendall Salahub (PAC Secretary) to Everyone:

I will put out notice with our next PAC Meeting and we'll vote on it in January 😊

19:12:05 From Matthew Payne (he/him) President to Everyone:

The spreadsheet is a wonder. Kendall has done a ton of work on this and this project is looking good.

19:14:03 From Kendall Salahub (PAC Secretary) to Everyone:

https://docs.google.com/spreadsheets/d/1HedrQcQLhJxskWxhu7HGVzoUnZ6xOXnA_SxTntGWyMk/edit?usp=sharing

19:16:58 From Emma Gillespie (she/her) to Everyone:

I wonder about the Vic Theatre for popcorn

19:17:47 From Roberta Hamme to Everyone:

could we pop popcorn in the kitchen during movie night?

19:17:58 From Roberta Hamme to Everyone:

maybe too hard to do at scale

19:18:20 From Kendall Salahub (PAC Secretary) to Everyone:

Add to Emergency supplies? 🤪

19:18:25 From Emma Gillespie (she/her) to Everyone:

lol

19:18:53 From Erin Macklem to Everyone:

I heard rumours of a GJ popcorn maker but have not clapped my own
eyes on it yet 😊