

PAC General Meeting minutes

Herbert Spencer Parent Advisory Council

November 6, 2024 6:30PM | *Meeting called to order by* Courtney Daws

In Attendance

Kimberly Thompson | Renee Nixdorf | Sonia Moi | Miyuki Davidson | Anna Carmichael | Hayley Renfrew | Rachel Abercrombie | Anna Scherrelies | Christina Service | Patrick Service | Marc Andres | Jennifer Rhyne | Mavra Giatras | Shawna McCardell | Amandeep Duhra | Erin Shaw | Courtney Daws | Karyn Audet |

Call to Order

The meeting was called to order at 6:34PM.

Land Acknowledgment

Herbert Spencer Elementary School is located on the unceded, shared homelands of the Halkomelem speaking peoples.

Approval of Minutes and Agenda

Approval of Agenda: Rachel Abercrombie moved , Jen Rhyne seconded , no abstentions, no oppositions, approved.

Approval of October 2024 Minutes: Jen Rhyne moved , Renee Nixdorf seconded , no abstentions, no oppositions, approved.

School Trustee | Marc Andres

- Kindergarten gradual entry procedure updated this year
- In terms of capacity the School Board now has first right of refusal for a school space with all new developments in the city
- Donation procedures will be amended this year
- Growth in the district - 282 ELL students this year
- 10% increase to ELL and LST staffing
- 10% increase in EA staffing
- Columbia Square school space in early stages of planning
- This project was not included in the long range facilities plan
- Suggestion of restructure of grades in schools was discussed

Principal's Report | Paul Manville

- Clubs are in full swing everyday at lunch
- Great feedback from Fun Lunches
- Community School Programs are wrapping up, soccer finished up today
- Process when an incident happens at school - first response is to the parents, and then the school wide community. The goal is for everyone to be informed quickly

- The zipline at the far end of the playground has been removed and will be lowered at a later date
- The Performance Arts Club will be singing at First Light
- Remembrance Day ceremony is on the 8th at 11am
- This Thursday, No Stone Left Alone for the Gr 5 kids
- Reading Link Challenge will start on November 15th
 - a request for PAC to cover \$500 towards more book kits for classrooms
- Forest Family meeting coming up in December
- Drumming coming back on Dec 2nd
- Hyack Football coming in for one day in PE classes
- VSO for Grade 2's on the 30th - PAC covers the bus cost
- There are plans to expand Hockey at Lunch
 - a request for PAC to cover \$900 for goalie gear and other hockey gear
 - a request for PAC to cover \$340 for Kindergarten area bins
- Grade 3 and 4 "Rock Anthem" to visit to school, more info needed before approval.

Motion 1: Library book kits \$500 - moved by Renee Nixdorf, and seconded by Christina Service, motion moves

Motion 2: \$340 bins - moved by Mavra Giatras, and seconded by Amandeep Duhra seconded, motion moves

Motion 3: \$900 hockey goalie gear - moved by Erin Shaw, and seconded by Christina Service, 8 for, 3 in opposition, motion moves

Treasurer's Report | Christina & Patrick Service

- \$9,820 deposited from the 2024-2025 Gaming Grant Application
- Halloween Howl - \$1,732 was raised for the food bank, \$1,055.20 from concession (expenses not removed)

Committee Reports

- Events Committee:
 - Craft Fair - vendors are sold out
 - Record number of Candy Cane Lane participants - there will be 70 kids
 - Advertisement starts after Nov 11th
 - Raffle draw is full
 - Volunteer Sign Up starts shortly - the link will be sent out tomorrow
 - Bake Sale sign up will also be sent
 - Renee has bags and containers for the Bake Sale
 - Mrs Claus and Santa will be coming in the afternoon 1-3PM
 - Hourly draw for raffles
 - Halloween Howl

- A great night had by all!
- \$1,732 raised for food bank
- Feedback: coordinate the Halloween costume content a bit better next year
- First Light
 - Thursday Nov 28th from 630-730
 - There will be hot Chocolate and candy canes
 - The school choir will be providing a performance
 - Insurance and application process to block the street is underway
 - We need a volunteer to get the signatures from the 2nd street residents
 - May need some volunteers the night of
- Parents Night Out
 - Let's put together a team to organize
 - Looking for a date in February
- Fundraising Committee:
 - Winter Greenery
 - Nov 15th advertising
 - Pick up location will be the front of the school
 - Neufeld Farms
 - Nov 11th order deadline
 - \$500 in sales so far
 - Social media post to advertise and Mr.Manville to email
 - Purdys
 - Nov 24th deadline
 - Social advertisement and email poster needs to go out
 - New fundraiser option proposed - 15 minute mini family sessions with a photographe
 - All proceeds go to PAC
 - The first week of April was suggested
 - Roll out in February
- Members Communication/Yearbook
 - Send in your photos! Halloween Howl, etc.
 - Need to hire a web designer!

Next Meeting

Meeting adjourned at 8:35PM.