

# English Bluff PAC Meeting Minutes

**Date:** Monday, February 24, 2025

**Time:** 7:00 - 8:30 PM

**Location:** EB Staff Lunchroom

## Attendees:

**In-Person:** Ashley Williams (President), Leah Fox (Vice President & Communications), Toshi Carleton-Gaines (Principal), and Michelle Sullivan

**Virtual:** Vanessa Sawrey (Secretary), Stefanie Filice, Michelle Ma, Tessa McHardy, Suzy Khunkhun, and Leah Chapman

**Meeting Called to Order:** 7:05 PM

## Approval of Minutes & Agenda

- **June Meeting Minutes:** Motioned by Leah Fox, seconded by Michelle Ma
- **November Meeting Minutes:** Motioned by Michelle Ma, second motioned by Tessa McHardy
- **February Meeting Agenda:** Motioned by Michelle Ma, seconded by Leah Fox

## PAC Engagement

- The "Cut and Paste" group has been assisting teachers with various tasks. Teachers needing help can email Tessa McHardy for coordination.
- PAC is working on relocating the office suggestion box to a more accessible location.
- The PAC board has been updated with the latest newsletter and events.
- **PAC Elections:** Nominations for the 2025/26 school year open in April. Positions available:
  - Chair, Vice Chair, Secretary, Treasurer, Hot Lunch Coordinator(s)
  - Committees: Fundraising, Event Promotion, Playground, and more
  - **Election Date:** May 26, 2025 (AGM)
  - Email [chair.ebpac@gmail.com](mailto:chair.ebpac@gmail.com) if you would like to be nominated for a position

## Updates & New Information

- The school is utilizing more grants and free resources (e.g., Lacrosse, BC Lions).
- Seeking a **Hip-Hop Dance Instructor**
- **PAC Funded Field Trips:**
  - Victoria Parliament & Museum trip for Grade 4/5 was declined as it does not align with the unit of inquiry.
  - A discussion was held regarding the reinstatement of the \$25 per student field trip funding. PAC clarified that while parents voted last year to cover field trip costs, funds could also be allocated toward larger school purchases. Teachers were encouraged to request field trip costs from parents when needed.
  - Suggestion made to eliminate the **\$10 agenda** and replace it with a **\$0.99 notebook**, redirecting savings to field trips.

- Grade 7 **UBC camp** idea discussed, but no teacher is available to lead.
- **Treasury Role:** Seeking costs to hire an accountant to manage the PAC budget and fundraising funds.
- **iPads:** School has requested **30 new iPads** (\$15,900). Fundraising efforts will focus on this purchase.
- **Sports Equipment:** Inventory of low-stock/damaged equipment is underway; PAC will support replacements.
- **Pass Soccer Program:** Plan to bring back for **Fall 2025**.
- **School Art Project:** Options include **paint-by-number mural** or **Stream of Dreams (Fish on Fences)**.
  - **Watershed Education Program:** Teaches students about local fish, watersheds, and stewardship (\$4,500 total, \$17 per child). Fits unit of inquiry.
  - Email **chair.ebpac@gmail.com** with suggestions.
- **Spirit Wear Update:** Rory Doyle is designing new spirit wear, incorporating **Social-Emotional Learning** and **IB values**.

## Upcoming Fundraising Events

- **Spread Kindness Week:** Partnering with a company to sell flower bouquets (Hot Lunch purchase, supplier TBD).
- **Read-a-thon (March):** Students gather pledges to earn prizes based on pages read.
- **Neufelds Fundraiser (March 13 - April 4):** Pickup April 16 at 4 PM at EB School.
- **Second Life Garage Sale (April, TBD):** Parents/children can donate or sell items in the gym.
- **Bottle Drive (April, TBD)**
- **Pub Night at the Legion (April 26):** Basket raffle, 50/50 draw, band/DJ, food provided.
  - **Seeking raffle donations** – Email **chair.ebpac@gmail.com**.
- **Track & Field Concession (May 5 @ SDSS):** Selling chips, candy, sports drinks.
- **Mother's Day Photoshoot (TBD):** Mini photoshoot with a local photographer.
- **Red Cross Courses (May 16):** Babysitting & Stay Safe courses at **EB Gym** (Stay Safe location TBD).
- **Carnival (June 6, 5-8 PM):** Seeking committee leads for **Concession, Games, Signage, and Volunteers**.
- **Halloween Party (Oct 26, 2025 @ Southlands Barn)** – Time TBD.

## Non-Fundraising Event

- **Teacher Appreciation Lunch (May 6):**
  - 26 staff members to be celebrated.
  - Newman Fine Foods donating a platter.
  - Seeking food contributions, decorations, cards, and volunteers.

## Treasurer Report

- Term 1 financial overview.
- Budget update: Motion to approve upcoming projected budget – Approved by all.

## Hot Lunch Update

- **New Vendors:** Grizzly Flatbread & Mucho Burrito.
- Coordinators providing **juice boxes** instead of vendor-supplied drinks.
- **Year-End Surveys** for older grades to provide vendor feedback.

## DPAC Update

- **Meeting Date:** January 20, 2025
- Topics covered: **PAC roles, parent communication, and engagement strategies.**
- **Superintendent Update:** Changes to **Complaints & Appeals Policy.**
- **Treasurer's Report:** Account balances, Gaming Grant updates, need for **Co-Treasurer.**
- **Parent Education:** Overview of **sexual health presenters** available for school workshops, including **Saleema Noon, Jessy Wollen, YesTess, Landa Fox, REACH Delta, Children of the Street Society, and Tiana Sharifi.**

## Principal Update

- Concerns raised about the French language program and lack of advancement.
- Discussion on IB fees: Some parents are hesitant to pay. Toshi clarified that fees follow students through public education and must be paid.
- IB Program: Ms. Stefanie Filice offered to speak with any parents interested in learning more.

## Open Discussion & Questions

- No additional discussions or questions.
- Parents are encouraged to share their ideas and feedback by emailing the PAC or submitting suggestions in the PAC suggestion box.

## Next Meetings

- **General Meeting:** March 31, 2025 @ 7 PM
- **AGM:** May 26, 2025 @ 7 PM

**Meeting Adjourned: 8:25 PM**