



Bayview PAC Meeting Minutes

Date: Wednesday, April 17, 2019, 6:30-8:00 pm

Location: Bayview Library

In attendance: Cora Sheyka, Emilia Doro, Joss Taylor, Jocelyn Chang, Sandra Tom, Michelle Mclatchy, Maryam Foroughi, Allen Lin, Anna Friedlander, Birgitte Biorn, Stephanie Ali

Agenda Items

1. Introduction/call for additional agenda items

- Minutes of last meeting

2. Principal's update: Birgitte Biorn

- Yesterday Ms Biorn, Ebru, and Brett went to swing site; met with Kent Grier and Michael Rossi (district principal for facilities) and QE principal.
- The portables need to be cleaned, then whole staff will go have a look at the space and how to set it up.
- All rooms have white boards and projectors; teachers will decide whether what's there works for them.
- The district has a store of new desks and chairs that we can have at the swing site and then bring back with us if desired.
- Teachers can move boxes piecemeal to the swing site as they are packed.
- Starting a new track and field practice program, to introduce all students to the track experience, in hopes of getting many to participate in meets: grades 4-7 have gone through each of the stations once, and will repeat Thursday/Friday.
- Grade 3s will do a reduced version with a few fewer events.
- Notice about track and field will go out after Easter weekend.
- 1st mini-meet is May 7 (6/7s); May 9 first junior mini-meet; May 13 for 6/7s, May 15 for 3-5s.
 - Kids can decide which events to do at the mini-meets.
- May 2, 2 p.m.: Big One at Two earthquake drill; practicing evacuation and parent pickup.
 - Scenario: principal trapped in the office, and staff handle situation on their own.
 - Will do an expanded practice of parent reunification process.
- Family team activity: making bookmarks for the book sale, but many kids wanted to bring them home instead of selling them at sale.
- Question: email came from West Point Grey community centre, wanting to set up a table on some Tuesday after school to talk about community centre programs. Are we ok with that? Everyone is in general agreement that it's fine, especially if other community centres' materials are included.
- Seismic status: currently in budget review, and next planning step is figuring out the bussing needs and how to manage it.
- Would it be possible to have the back playground fenced off from construction and available for play during construction?



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2. Teachers' update: Birgitte Biorn

- Ancient civilizations; Science fair in June; Grade 6/7s went to TradeX convention in Abbotsford, to explore jobs in the trades—very good experience; June 18 will be grad ceremony.
- Ms Jung: started Growing Chefs projects.
- Primaries will begin dance residency with Lisa Sars.
- Grades 2/3 Div 8: exploring around the world by reading versions of Cinderella and writing own story.
- Div 4: working on class play.
- Div 13 (Ms Kochan): learning about the Ice Age—what people and animals dealt with and how they lived, through fiction books as well as nonfiction; working on addition and subtraction in class and with buddies; learning dances and how to help the earth; would like parent volunteers to come help with packing in June.

3. Book and bake sale update: Jocelyn Chang

- Students have done a great job with sorting books.
- Still need to figure out pricing; currently between 50 cents and \$2 (e.g., picture books can be quite expensive new, so maybe we can charge a bit more?); maybe keep prices low, for kids to have fun buying lots of items.
- Games will be a bit more, but not over \$5.
- There will probably be lots of last-minute drop-offs in next few days.
- Will run the book sale right in the room; bake sale outside the room, in the hallway.
 - This way, can also run the sale at recess; will need additional volunteers for this time.
- Currently have no student volunteers for after-school sale time; need some.
- Can we run the sale during all of lunch time, or should it close down at 12:40 when it's time to eat?
 - Keep it open, but have parent volunteers remind kids when it's time to go eat.
- Bake sale: have three parents signed up so far; class reps have the information to forward to parents about how to sign up for baking.
 - We need more people to bake—need to get the notification out of how to sign up.
- Jocelyn will make a flier to send around to other schools.
- Still need adults to sign up to volunteer for selling times, especially after school.
- Will have two cashiers for book sale, two cashiers for bake sale.
 - Book sale system: two additional helpers (students) to help kids pick out books and give kids the tally sheets for how to mark how many books of each price they have picked out, then take to the cashier to pay the total

4. Open house (June 19, 3-7 p.m.)

- want to invite as many community members and former Bayview staffers/students as possible
 - will send flyers to local community centres and senior centres
- need to have specific jobs, in order to make a call for volunteers
 - greeters, people to sell the refreshments and Bayview gear
- Radwa Fathi (Maryam's mom) is interested in helping with the event
- staff may be interested in working on open house



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- at staff meeting, will put together a committee
 - Cora will make a flyer
 - Live History actors can be here for any length of time from 3 to 7 pm
 - we will need to come up with about six historical characters for them to play
 - they will be around the school in character, and then people will be taken around kind of like a scavenger hunt
 - We could sell refreshments (popcorn, bake sale), perhaps set up next to the display of memorabilia
 - Include information about what needs to be fundraised for
- 5. Bayview School t-shirts and merchandise: Joss Taylor**
- we've decided to sell tshirts (incl ladies' sizes); youth t-shirts only in Bayview blue; adult ones in black and grey as well; hoodies, sweatshirts; black cloth tote bags; mugs; pencils; greeting cards and framed copies of Hilary Morris's Bayview engraving (need a paragraph about Bayview to go on the back of the greeting card—maybe ask Tanya Kyi or Ken Sheyka to draft it)
 - Birgitte has a chalkboard that has the concluding lines of the original 1914 Bayview school song—could add that to the end of the blurb
 - use Bayview logo on the back as well
 - Need to decide which of two logos to use: eagle graphic, with "Bayview" above and "School" below in simpler type, with "Est 1914" small, to the lower right of the eagle
 - will also re-order mugs and mouse pads with old picture of school
- 6. Treasurers' update: Emilia Doro/Joss Taylor**
- Regular account: \$52,436.45 Gaming account: \$9,875.02
 - There were 17 Purdy's Easter orders; we netted \$316
 - For sports day we will not do hot dogs; instead, will do a hot dog sale June 6, with pre-orders
 - There are a few gala auction items left over, and Emilia will try taking clothes and toys to a kids' consignment shop (Cobblestones on 10th Ave). She will open a Bayview account, and parents can then take anything they no longer use to the shop and have it sold under the Bayview account. We could also take unclaimed lost and found items there.
 - Popcorn sales new class fundraising policy: teachers can get volunteers from their class to make popcorn, and then earnings from that day can go to their classroom. We've had a sudden spike in interest with only 9 weeks left, so have retroactively credited some classes whose parents had done lots of popcorn work in the past
 - Looking at coming up with a better system for teachers to sign up for popcorn days in the future
 - The May PAC meeting is our AGM, and we'll need to pass the budget: Joss circulated a draft budget.
 - The gaming grant size is based on current enrolment for the coming year; it can't be used to any class-room or curriculum-related expenses, but rules have changed so now it can be used for field trips, so those are now in gaming grant budget instead of main account; there's a placeholder for enrichment activities (such as the drumming workshop)
 - Will not do a gala next year: the committee is burned out, and doing it at the QE site would mean that most people would not be able to walk to it.



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- Also may not do a used book sale next year
- Popcorn sales are no longer in the budget, because that money might go directly to classrooms, as above
- If not doing a gala next year, maybe do more pub-night-style parent events—a way to keep the parent community engaged.
- Teri Taylor expects to need less art budget next year: storage will be an issue, and trying to use up current supplies; also might not be able to do ceramics
- The library budget may be smaller, but Brett still will want to keep up with purchasing new books (maybe \$1000, which is what she has spent this year).
- Gingerbread house icing is now included in the budget.
- We're hoping to be able to do as many performances as usual at swing site, but not sure.
- A benefit of the swing site is all the natural surroundings: staff are talking about incorporating more outdoor education, and maybe they could try to find a facilitator for this; would PAC be willing to fund? [unanimous YES]. Also, there are grants that Birgitte is looking into (e.g., Wild BC programs, which is a 3-year commitment). BCTF offers a free facilitator.
- Without gala fundraising, the plan will be to use the money that we have been saving in surplus to tide us over for day-to-day expenses; major fundraising will then be the direct-drive campaign specifically for the new school (and there will be a particular effort to fundraise from community businesses as well).
 - will probably still do the class platters, and raffle them instead of doing a live auction
- Question: what are the rules for putting names on school facilities, for sponsorship? Emilia noticed a plaque by the Mt. Pleasant playground with the names of businesses that contributed
- Because everything will be so different at swing site, PAC should send a communication to all parents at the beginning of the year to explain what activities we will be doing in the coming year. Maybe include it in the welcome-to-school package of paperwork.
- Maybe do a smaller silent auction as part of another event? Close to Christmas when people are in shopping mode?
- When Joss met with the staff finance committee, they figured that at the swing site there will be some expenses that come up ("it would be so nice if we could get an X"). E.g., kids come directly into classrooms from outside (no hallway first), so might need big mats to wipe feet; or nice non-fluorescent lighting, etc.

7. End-of-year potluck: Anna Friedlander

- The traditional last Friday of school is just two days after the open house, so perhaps do the potluck on the following Tuesday, June 25. *Approved for Tuesday 25th.*

8. Yearbook: Jocelyn Chang for Allen Lim

- So far have talked to Mountain West, which will let us use the photos they took of students and classes.
- Have not yet found a company to handle the layout and printing, but have feelers out.
- So far the very lowest price found online is \$15/book, for about 40 pages.
- We will ask staff to help with contributing photos, rather than parents, which could be way too much.



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- Probably will take about 3 weeks to print after the proof is approved; if we can have books ready by about June 10, would have time to distribute; would be able to have the proof to show to people for them to decide whether they want to order.

- We should sell yearbooks at cost (to be cost-neutral).

9. Set our events calendar for next year, so we can share it with the Queen Elizabeth PAC

- It is now after 8:00 p.m., so the executive will work out the calendar of events together with Birgitte.

10. New business

- Need a coordinator for Sports Day food: Stephanie Ali will take this on; Anna Friedlander will help out.