



# Bayview PAC Meeting Minutes

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**Date:** Tuesday, June 16, 2019, 6:00-8:30 pm

**Location:** Online via Teams

## ANNUAL GENERAL MEETING

### 1. Introduction/call for additional agenda items

- Minutes of the last meeting were approved as presented
- Additional item: furniture offered from UBC

### 2. Principal's update: Birgitte Biorn

- On behalf of the staff, we are so grateful for everything the parents and families have been doing during the COVID situation
- Next year's changes
  - We will be down by one division next year (to 12 divisions).
  - There will be some movement of staff, but no-one had to be laid off, because people were moving around anyway (see below).
  - Kindergarten numbers are very good: 38 are registered as of now, and we have a long list of cross-boundary students who want to come. We will probably have two full K classes in September.
  - Staff changes:
    - Christie Rossignol is leaving; she got a position at Roberts Annex, downtown.
    - Kat Dare got a position doing a primary Excel class at Waverly, so we will need a new resource/K person, to be filled in August.
    - Kim Conway is moving to Regina (her fiancé got a job there), but she is hoping that it just for one year. Her position will be filled soon (grade 6/7).
    - Shaheen Jivraj's remedy position was temporary, so it will finish at the end of June.
    - Lynn Price (division 5, district Excel program) will move to a secondary school position. She will be replaced by **Miriam Schellberg**.
- Class placement work is starting this week.
- Nobody knows what school will look like in September, but we are currently planning based on a regular school setup, so we want to have class placements done as quickly as possible. We don't have much space for additional students, so we probably won't have to do too much reorganization after the summer.
- The kindergarten classroom now has all-new flooring: grungy old carpeting has been replaced with nice tile and some carpet tile in the circle-meeting area.
- The grade 7 celebration assembly is this Friday. Mr. T will present his grade-7 slideshow/video.
- Next Thursday (last day of school), we will have a volunteer appreciation and final assembly, at 9:15.
- Parents should hear from your child's teacher in the next few days about how to pick up report cards and kids' belongings, and drop off library books. There will be set times for pickup. If your child is already attending school in person, they will bring home materials themselves.



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- Demolition of old Bayview: there is nothing new to report since last week's notes. Birgitte will get updates through the summer, and will send them out to us via email.

### 3. Financial report for 2019-20 and budget for 2020-21: Joss Taylor

- The PAC fiscal year end is May 31, so operational expenses from June have to be pushed to next year's records; this has to be done so that we can approve the previous year's statements at the AGM each year.
- Financial statements for this year are attached, showing our regular financial accounts and the gaming account (containing funds received from the BC Gaming Commission, and which can only be spent on non-curricular items/events).
- The operating account this year looks off because there were various big-ticket costs that didn't happen because they were scheduled for after Spring Break, when schools closed because of COVID.
- Revenues were about \$5000 ahead of what was budgeted, mainly because we hadn't planned on having a Gala, but then a group whipped up the Cabin Party un-gala, which raised a good amount.
- There is about \$60,000 in the operating account at year-end. Should we put about \$25,000 of this into a term deposit account, toward new school funds?
  - Anna moves to put the \$25K into a term deposit; Delia Jane Ramsbotham seconds; the motion is carried. This leaves about \$35K in the operating account to start next year.
- We apply for and receive funds annually from the BC gaming commission; much of what we get is put toward subsidizing field trips. The other main expense last year was the Welcome-Back Carnival.
  - About \$2200 is left from 2018-19 to roll over to next year (we have three years to spend each grant)
- Budget for next year
  - Assumed similar expenses and revenues as for this year, EXCEPT that we are not planning for a Welcome-Back Carnival, which is likely not to be held (plans have to be made around this time, and we don't know what the rules around gatherings will be in September).
  - One change after the draft budget was sent out: Ms Whitelaw didn't spend any of her budget last year, but she had planned to make some purchases at the end of June. So we could simply increase her budget for next year by this amount: \$1000 toward waterproof book bags for kids to be able to transport books from the library to their classes without getting them wet in the outdoor corridors. She also wants to increase the nonfiction holdings of the library, as many of the ones we have are out of date. The draft budget is thus increased by \$1000 for library spending.
  - Birgitte confirms that 250 should be a good estimate for next year's number of students; the draft budget is based on 260 students.
  - *Approval of the budget for 2020-21:* moved, seconded, and passed as presented.

### 4. New-school fundraising

- The fundraising committee consists of Kelly and three others, very keen to start campaigning for funds, but given the pandemic, plans are on hold for now. They will meet tomorrow (June 17) to make plans for how to start back up in September with a website, etc.



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- There are grant opportunities for alternatives to a gravel field surface, and for other playground surfacing options, especially poured rubber from recycled tires
- We could use a person with experience writing grants who could help with writing applications— contact Kelly if you would be interested.
  - Sara Shneiderman couldn't take the lead, but would be happy to help
  - Send out a notice to parents requesting help with grant writing
  - Birgitte suggests reaching out to Tyler at JKC, as they will also use the field/playground, and could help with fundraising for it. As a childcare organization instead of school, they can access different pools of funds
  - It's hard to tease out what counts as city and what as VSB, when it comes to the field, as it is used by the community. For grant applications, fields at schools are considered as being community property, so applications for improvements consider them community enhancements.
- Grant possibilities:
  - Connection at the Children's Charity network might be fruitful
  - The Hamber Foundation- grants deadline September 15. We have a call in to David Yau. Has given money to schools in the past. May not just be playground – we are pitching the diversely-abled kids angle (autism, high-needs emotionally, turning into wheelchair accessible school)
  - Tire Stewardship BC – very popular but a good connection was made with the grant person. Grant applications for 2021 are done in January, so we will have them in on January 2nd. We have a copy of a 2020 application to guide us.
  - KalTire – grants are closed for 2020. Applications open in January 2021. We will download the form then, but will be ready to go ahead of time.
  - Aviva.ca – insurance company that gives lots of grants.
  - Jumpstart.canadiantire.ca –grants from them must have to do with accessibility – so, wide doorways, wide pathways on the playgrounds, accessible playground equipment.
  - Richardson Foundation – we have a call in. They have given large grants to many places and schools in the Prairies, Ontario and Quebec. So far none in BC, but maybe we can be the first.
  - Canada Post Community Foundation – grants maximum \$25,000. Applications for this year are closed; they will open again in March 2021.
  - Native Shoes program to recycle plastic shoes into playground surfaces. Native Shoes owners (Lindsay Houseman and her husband) have two girls at Bayview and have talked to Birgitte before about possibly doing a playground surface. Birgitte will follow up with Lindsay, as will members of the fundraising committee.
- Question from Claudia Paez: are we planning to build a food garden? The federal government has just released a grant for food gardens in schools, and also for improving school kitchens. She can send the information to the PAC email address. Kelly has also come across some grants for this. Birgitte answers: the landscape plan includes planter boxes along the north side of the field.
- Sara Shneiderman asks: Is there a contingency plan for fundraising if none of our events can happen?



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- Our bank balance is pretty big now because we were planning for our regular fundraisers not to happen over these two years, so we should be ok for operational expenses.
- Kelly notes that the direct mail campaign will go to all residents in the general community, given the community use of things like the field and playgrounds.
- We will go once more to parents to ask for funds.
- Fundraising committee members have contacts with some very-high-net-worth individuals who will be approached for large donations.

### 5. Review and approve events calendar for next year (attached below)

- Dates were approved with two modifications; the corrected version is attached.

### 6. Elect executive members and event coordinators for the 2020-21 school year

#### Confirmed executive members

- Chair:* Joss Taylor
- Vice-Chair:* Jocelyn Chang
- Co-Treasurers:* Emilia Doro, Joss Taylor
- Secretary:* Anna Friedlander
- Member at Large:* Sandra Mithani
- Direct-Drive Fundraising for new school:* Kelly Ryan
- Communications:* Emilia Doro
- Website maintenance:* **NEEDED**

#### Confirmed committee and event coordinators [contingent on being able to hold events]

- Halloween Howl:* **TBD** (maybe Susan and others from last year)
- Holiday Market:* Emilia Doro, **Co-Lead needed**
- December Pancake Breakfast:* Allison Briggs, Kelly Ryan, Kenny McNaughton
- Staff Appreciation Luncheon:* Jocelyn Chang
- Un-Gala:* Andrea VandenEnden, Delia Jane Ramsbotham, et alia
- Spring Plant Sale (May):* Itzia Paz, Brie Lunn
- Book Sale (if held):* Jocelyn Chang
- Sports Day snack:* Kylie Taylor
- Yearbook:* Jocelyn Chang and Allen Lin
- Lost and Found:* Anke Meider
- Seismic Committee chair:* Cora Korthals
- Bag Lunches (for kids who don't bring lunch):* Stephanie Ali and Claudia Paez
  - kids who use this are a bit of a combination of kids who regularly lack lunch and random instances of kids who happened to forget their lunch that day. This used to be addressed with vouchers for the daily hot lunch, but this year we only had hot lunch once/twice a week, so there were more bag lunches needed this year.
  - Claudia Paez is interested in helping out and also seeing if there's a way of helping to address food insecurity, which is her field of work. Now it might be only about five kids,



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but this might increase with COVID. She would like to meet with whoever can show her the ropes.

*Hot Lunch program:* **NEEDED**

- Sandra Mithani is going to follow up with various hot lunch providers who we might move to, and will also talk to our current provider, Eric at C'est Mon Cafe.
- Satisfaction with hot lunches has been a bit of a roller coaster. Most hot lunch providers rely on lots of parent volunteers to distribute the food, but we have not been able to get enough volunteers for this.

*Social/Community Building:* Peter Graham-Gaudreau, Jennifer Angeli

*End-of-Year Potluck:* Anna Friedlander

### 10. New business

- Chairs from UBC surplus, offered via Gernot Koefer, who wanted to make sure Bayview got dibs if we wanted any. Birgitte forwarded to Anthony Kwan at VSB, who is in touch with UBC. Birgitte will forward to Cora an email from him about various items. It's best to go through him, to make sure everything is coordinated. There's also the matter of storage, as VSB can't store items for us.
- In order to have the 300 bricks from the old Bayview building, we need to come up with a place to store them off school grounds. The bricks will probably be ready to go in about a month. They will be clean.



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## Dates for PAC events 2020-21

September 17 (Thursday)	Welcome-Back event [in casual, contingent form]
October 30 (Friday)	Halloween Howl
December 5 (Saturday)	Holiday Market
December 17 (Thursday)	Pancake Breakfast
February (Thursday)	Staff Appreciation Lunch
February 19 (Friday)	Cabin Party Un-Gala
April	Book Sale (wasn't done this year but add back for next year?)
May (Thursday)	Sports Day
May (Thursday)	Welcome to Kindergarten—need to coordinate with QE (ask Ms Biorn)
June 19 (Friday)	End-of-Year Potluck dinner

## PAC Meetings for 2020-21

*Wednesday evenings, in the General Gordon Elementary library*

September 23  
October 21  
November 17  
January 20  
February 17  
April 21  
May 19 (AGM)  
June 1