



Willoughby Elementary School PAC Meeting Minutes

Date: October 17, 2022

The meeting was called to order by President J. Viaje at 7:00 pm.

Executives		Administration:	
President	Janel Viaje <input checked="" type="checkbox"/>	Principal	Karin Muuren <input checked="" type="checkbox"/>
Vice President	Erika Mathews <input checked="" type="checkbox"/>	Vice Principal	Joel Olson <input type="checkbox"/>
Treasurer	Kara Eastgate <input checked="" type="checkbox"/>		
Secretary	Natalie Maas <input checked="" type="checkbox"/>	Guests:	
DPAC	Monica Johanson <input type="checkbox"/>		
Member at Large	Sarah Georgetti <input checked="" type="checkbox"/>		
Member at Large	Marnie Gobin <input checked="" type="checkbox"/>		
Member at Large	Analisa Talaban <input checked="" type="checkbox"/>		

10 in attendance. 9 Voting Members.

Quorum: Minimum of 6 voting members, minimum of 3 executive members must be in attendance.

Quorum met? Yes.

1. Introductions, Land Acknowledgement– J. Viaje

- Land Acknowledgement: We acknowledge that Willoughby Elementary resides on the traditional, ancestral, and unceded territory of the Matsqui, Kwantlen, Katzie, and Semiahmoo First Nations.

2. Principal’s Report – K. Muuren

- The Grade 4’s are currently undergoing Foundation Skill Assessments (FSA’s) and this will be completed by the beginning of November.
- Everything is going well at school.
- School action plan for learning (SAPFL) is due October 28, 2022. It includes the goals of our school which are focused on reading, writing, social and emotional skills. This year we are adding math.
- October 28, 2022 - Pro D Day WES is hosting “Play is the Way” – Social-Emotional learning through play, i.e., How to share.
- Affordability Fund Video consultation with the PAC by Langley School District
 - Why:

- To help with back-to-school expenses
 - To meet the needs of vulnerable families and students
 - To assist with food security
 - Not everyone has the same needs
 - The ministry has no way of knowing which students and families are facing financial hardship
- What:
 - Langley's share of funds: \$2,163,240
 - Three acceptable uses: expand school meal programs, ensure students have the school supplies they need and cover additional fees (field trips, shops, etc.).
 - Must be connected to the school (i.e., for school sports, not community sports)
- Who:
 - Guiding committee responsible for consulting and making final decisions (Mike Pue, Iha Hayer, Michael Morgan, Joanne Neveux, Shind Chand, Marcello Moino supported by Jo Abshire and Ruth Castillo).
 - Consultation: PACs and DPACs, Matsqui, Kwantlen, Katzie, Semiahmoo First Nations, Lower Fraser Valley Aboriginal Society and Waceyá Metis Society.
 - School District Staff, Inclusion Langley, and Langley School District Foundation
 - Supported students and families: Equity - not everyone has the same needs. Based on hardship policies - those students/families who are most vulnerable to food insecurity and low income.
- When:
 - All funds must be spent by June 30, 2023.
- Draft Plan:
 - Identify families facing food insecurities and low income. Data from different indexes and from the Poverty Reduction Committee. Enhanced Support Teams (EST) in schools.
 - Identify additional students and families through consultation
 - ID priority needs through both ESTs and consultation
 - Disperse funds based on priority needs that meet the Ministry criteria.
- Feedback:
 - Of the three uses (food, supplies, fees), which do you see as the highest priority for your students and families? Are there other sources of information to identify students and families that we may be missing? WES PAC identified food as a priority.
 - How do we ensure that students and families who need support know how to connect with support at the school?
 - Is there something that we are missing?

3. President's Report – J. Viaje

- Thank you to all of the volunteers for our first hot lunch distribution of the year, and to those who helped for Freezie Friday.

- Hybrid meeting model - there were no Zoom attendees today, we will offer a hybrid model for November and make a decision at the November meeting if we will continue to offer Zoom access.

4. Treasurer's Report - K. Eastgate

- The PAC Financial Accounts were reviewed for both the General and Gaming Accounts for September 2022 - Motioned/seconded/carried (M/S/C)

5. Secretary's Report - N. Maas

- The September 2022 meeting minutes were submitted for approval - M/S/C

6. District Parent Advisory Committee (DPAC) Report - J. Viaje (for M. Johanson)

- All parents are welcome to attend DPAC meetings and can view meeting minutes online at: langleydpac.ca.

7. Committees

- Spirit Wear - E. Mathews
 - 111 hoodies and 342 t-shirts sold, PAC purchased 36 extra shirts
 - Cost: \$5442.70, profit: \$1635.30
 - Delivery date announced soon
 - Team spirit days will be announced following the delivery date
- Hot Lunch - K. Eastgate
 - The first lunch went well, ironing out a few kinks, but in all a success.
 - October 28 - next hot lunch: Subway and Frostings Cupcakes
- Fun Fair - May 12, 2023, 5:00-8:00 PM
 - Budget is \$6000.00, goal is to bring in \$8000.00
 - A planning committee meeting will be formed
 - Invite the school, community, Strong Start, Family Place
 - Vendors are being booked and deposits are being made
 - Volunteers
 - RBC provides a donation and volunteers - to be confirmed (TBC)
 - RE Mountain High School Recreation and Leadership volunteers TBC
 - North Langley Community Church
 - Donations:
 - Dan Friesen, realtor donating \$500.00 and will run a carnival game
 - Questions for admin:
 - Initial questions will be sent to K. Muuren via email
- Fundraisers
 - Community Values Coupon Books
 - 539 books sold. The profit will be approximately \$6500 if all unsold books are collected. There are approximately 50 books that need to be returned.
 - Fundscrip Gift Card Fundraiser
 - Sales: November 1-10, 2022

- Paper forms will go out to families to order gift cards, to be received in time for Christmas.
- Canadian companies give a percentage of the amount to the PAC.
- Purdy's Chocolates and Neufeld Farms
 - Sales: November 4-14, 2022
 - Instructions will be sent home with students to order
 - Delivery: November 28 from 2:30-4:00 PM in front of the school. Parents will need to pick these items up; they will not be sent home with students.

8. Old Business

- Tree Project
 - PAC dropped off donation request letters to sponsor the Tree Project to the local businesses. One business has donated.
 - There is a new School District grounds manager who has put the project on hold. The Deputy superintendent and grounds manager came to visit WES last week. K. Muuren will be following up this week (October 19, 2022). The goal is to plant at least half the number of trees originally requested - 10-13 trees (PAC and Admin requested 26 originally). PAC has a Township of Langley grant that has a deadline and cannot be used in phases.
- October 28, 2022, Halloween Dance
 - 21 volunteers have signed up
 - DJ arriving at 4:30 to set up
- November 25, 2022 Movie Night
 - License is purchased
 - Must be DVD format
 - Movie: Minions The Rise of Gru
- December 9, 2022 - Pancake Breakfast and Pajama Day
 - Santa is booked
 - 9:00 AM-12:00 PM
 - 3 divisions in the gym at a time, 20-minute periods
 - Grills are ordered
 - PAC will be requesting donations from local grocery stores to provide food for the event

9. New Business

- January 27 - added a movie night

10. Open Discussion

- The DPAC representative role may have a vacancy. When the current DPAC representative resigns, the PAC Constitution and Bylaws require a secret ballot. PAC will add a DPAC representative election to the next PAC meeting agenda.

11. Next Meeting: November 21, 2022, at 7:00 in the Learning Commons (with hybrid option)

Meeting adjourned at: 8:26 PM

Respectfully submitted for approval at the next meeting by: Natalie Maas, PAC Secretary