

Harwood Elementary Parents' Advisory Council Minutes

Tuesday, September 13, 2022

Attended:

Jade G. (President)	Rana G. (Principal)	Jenny B.	Robert L. (school trustee)
Michael G. (Treasurer)	Erik N. (Vice Principal)	Tia S.E.	
Karen H. (interim Secretary)	Danis S.	Brooklyn G.	
Stacey T. (social media)	Kelsie F.	Brandie N.	

Called to Order: 6:36 pm

PAC President, Jade G., welcomed attendees. All attendees introduced themselves.

Administration Report

- Approximately 465 students are enrolled this year, including many transfers and new registrations. This higher-than-expected enrollment prompted changes to class lists and teachers assigned to those classes this week. Many thanks to the amazing staff and students for their effort and flexibility with these changes.
- Staff are excited about the many school activities planned for this school year.
- Special and notable days to come on the school calendar:
 - Terry Fox Run
 - Orange Shirt Day (National Day for Truth and Reconciliation)
 - Day of Mourning (for passing of Queen Elizabeth II)
 - Welcome Back BBQ, hosted by Rotary Club

President's Report

- Hot Lunch orders and accounts: there are still payments that have not been received from some families for Hot Lunch orders last year. Phone calls, texts and emails have been sent to request outstanding payments. Until those accounts have been paid, unfortunately, the individuals responsible those accounts will not be permitted to order hot lunch through the PAC.
- Questions were asked about parents being able to e-transfer to the PAC for fundraisers and hot lunch orders. The President and/or Treasurer will inquire further with the bank.

Treasurer's Report

- Bank balances are in good shape:
 - \$10,900 main account
 - \$8,100 savings account
 - \$4,800 gaming account
- The new snowshoes requested by Mrs. Smedley (intended for school-wide use), and approved as a PAC expenditure last year were ordered and have now been received. The Treasurer will follow up to ensure the invoice(s) will be paid.
- The gaming grant paperwork will be submitted once the required meeting minutes are available to include.
- The sound system was not ordered by the Fine Arts teacher last school year. As the PAC funding has been allocated and the sound system is still needed, a Harwood parent with the required expertise has agreed to gather quotes for a new sound system. This parent will report back once quotes have been acquired.
(Note: funding was approved and allocated by PAC in the 2020/21 school year.)

Trustee's Report

- Robert distributed a printed summary about his skills and experience as a school trustee, educator and business owner.
- The new School District 22 strategic plan has been approved.
- School Trustee policies are currently being examined and are in the process of being updated.
- The Okanagan Indian Band requested a change to a school district boundary; it was approved by SD22.
- Several high school field trip requests that had been submitted have now been approved by SD22, including Ottawa, Panama, Disneyland and Calgary.
- A Violent Threat Risk Assessment discussion took place at the last school board meeting; further discussion will take place about violence prevention and students' safety. PAC asked Rana and Erik to inquire with staff if they have any safety concerns at Harwood and report back. PAC will then discuss the matter further and decide on appropriate action/escalation to the District PAC.

Discussion

- A question about the PAC meeting date was posed: do Tuesdays still work? Discussion took place about what days of the week could work and which days the gym is available (for childcare).

Jade motioned to move the PAC meeting to the 2nd Monday of each month.

Seconded by Michael.

MOTION PASSED

Due the Thanksgiving holiday on the 2nd Monday of October, the PAC meeting will take place on the 3rd Monday (October 17) instead.

PAC Election: 2022/2023 school year

- Regarding the Secretary role:
 - Note that Haylee B. was nominated and elected as Secretary in June, for the 2022/2023 school year; Haylee is no longer able to perform the role due to changes at work. With the Secretary role now vacant, nominations took place. Kelsie F. was nominated and accepted the nomination. No other nominations were voiced. **All PAC members in attendance unanimously agreed that Kelsie F. be elected for the position; no PAC members opposed.**
- Other vacant roles included Vice President, District PAC representative, and Fundraising lead.
 - Brandie was nominated and accepted the nomination for both Vice President and District PAC rep.; no other nominations were voiced. **All PAC members in attendance unanimously agreed that Brandie N. be elected for both positions; no PAC members opposed.**
 - Danis was nominated and accepted the nomination as the Fundraising lead.; no other nominations were voiced. **All PAC members in attendance unanimously agreed that Danis be elected for the position; no PAC members opposed.**

Adjournment: 7:56 p.m.

Next Meeting: Monday, October 17, 2022 at 6:30pm in the Learning Commons.