



MINUTES – April 19th, 2017 @ John Muir Elementary

Chair: SPEAC President Brena Robinson
 Minutes: SPEAC Director Amanda Dowhy

Agenda Item	Motions	Action
<p>1. Meeting called to order at 7:15 pm</p> <ul style="list-style-type: none"> ❖ Introductions were made by all <p>Let the record show that there is quorum present.</p>		
<p>2. Presentation: John Muir</p> <p>John Muir Principal Tess Vally and Garden Project Coordinator Krista Myers gave a presentation and tour of their garden project. The project was a combined effort of dedicated parent and community volunteers working alongside SD 62 facilities department. They would like to note the Sooke Rotary Club for providing grant funding and volunteer hours (and Rotarian Neil Flynn who lent his carpentry skills and knowledge in the construction of the gazebo), and Krista who spearheaded the project including fundraising and design, execution, and classroom-level integration of the garden.</p>		
<p>3. Approval of the Agenda</p> <ul style="list-style-type: none"> ❖ Additions: Guest Presentation by Warren Foulton, Navy League President - Sooke Branch and Tim Fichloff, Commanding Officer of Sooke Navy League Corps, Admiral Girouard ❖ MOTION: To approve the agenda as amended (Westshore/Happy Valley) 	Carried	
<p>4. Approval of February Minutes</p> <ul style="list-style-type: none"> ❖ Tabled until next meeting 		
<p>5. Guest Presentation - Sooke Navy League 7:30pm</p> <ul style="list-style-type: none"> ❖ Guests Tim Fichloff and Warren Foulton gave a short presentation on the navy league and cadet programs available for youth in Sooke (and also throughout the Westshore and Victoria). The navy league program is open to youth aged 9-12 that focuses on leadership, community service, citizenship, and fostering learning and growth for youth from all walks of life. The Sooke navy league group meets Sundays from 1-4pm at the Royal Canadian Legion #54 (September - June). The cadet program is open to youth 13-18 (Sea Cadets in Sooke, but there are Air Cadet and Army Cadet programs in the Westshore/Victoria) and promotes a youth-led leadership system where cadets are responsible for the majority of regular training with support from adult staff and volunteers. There are options for students who take part in cadets to receive high school education credits to use towards graduation. Anyone who would like to receive more information can contact Sooke Navy League or Sooke Sea Cadets. (Both programs work with and are supported by the Canadian Armed Forces, but are not 		



<p>recruiting or military training based.)</p>		
<p>6. Committees and Updates 8:04pm</p> <p>Committee Reports</p> <ul style="list-style-type: none"> ❖ i. Education Standing - Brena Robinson New BAA Courses approved at Belmont. Teacher Tom Grainger has added “Entertainment 10A, 10B, and 12” which teach students how to organize and run the technical aspects of an event (like VIPC) ❖ ii. Emergency Preparedness - Melanie Armstrong Next Committee meeting will be held at Belmont on April 26 from 7-9 pm. There will be an update on where things stand with the emergency supply lists, and discussion on district emergency release drills. ❖ iii. Parent Advocacy - Brena Robinson Due to illnesses the meeting previously planned for April will be moved to May. Anyone interested in attending or sitting on this committee should email Brena at speacpres@sd62.bc.ca ❖ iv. Digital and Cyber Safety Policies/Regs. - Brena Robinson We are still looking for members to sit on this committee working to create and establish policies and regulations district wide for digital and cyber safety. Meetings take place during school hours at the school board office. Contact Brena to sign up. <p>Upcoming Events</p> <ul style="list-style-type: none"> ❖ Let’s Talk Drugs This event will be held as a panel discussion and moderated by Christine McGregor on May 9th 7-8:30pm at Royal Bay. <p>There is another event Teen Drug and Alcohol use: A Parent and Caregiver Discussion to be held 7-9pm April 25 in Sooke at the Child, Youth, and Family Center on Waddams Way. Please register for both of these events through Eventbrite.</p>		<p>Brena to attend</p>

<p>7. Executive Report 8:17pm</p> <ul style="list-style-type: none"> ❖ Financial Statements have been prepared and distributed covering the period ending April 1, 2017. ❖ Attached also was a copy of the Gaming Account balance and transaction from July 2016 - April 2017 showing fees for paper statements (we currently have 2 separate accounts each now being charged monthly fees for paper account statements). Brena now has online access, viewing only access for the treasurer to see and print statements from all accounts. ❖ MOTION: To stop receiving paper statements for SPEAC bank accounts (Westshore/John Muir) <p>❖ BCCPAC AGM</p> <p>BCCPAC has offered a discounted rate (\$75) for first time attendees when accompanied by a returning attendee (\$275). There are currently 4 first time parents from SPEAC who would like to attend, and 4 returning parents who would like to go. Total estimated cost to send all 8 parents would be \$4,500. Thanks to lower than usual costs to attend last year's BCCPAC AGM, and starting the year with a healthy balance there is money available within the budget to accommodate this.</p> <ul style="list-style-type: none"> ❖ MOTION: To add \$1,000 to the BCCPAC AGM budget (\$4,500 total) to send 8 SPEAC parents to the BCCPAC AGM (Saseenos, Royal Bay) 	<p style="text-align: center;">Carried</p>	<p>Brena to request a stop to paper statements from BMO</p> <p>Parents to attend: Brena Robinson Crystal Andrews Dory Thuot Teresa Mason Melanie Armstrong Bree Tarra</p>
<p>8. Education Partner Reports 8:50 pm</p> <p>Trustee - Absent</p> <p>Superintendent – Paul Block</p> <ul style="list-style-type: none"> ❖ Building announcements - \$17.5 million has been announced for the expansion of Royal Bay. Current enrolment is at 1,000 students for the 2017/18 school year, and projected enrolment for after the expansion will be 1,600 students. A PDR is in the works and the district is in the process of looking for bids from local contractors to complete the project. ❖ SD 62 is the fastest growing district in the Province, and continued development throughout both the Milne's Landing and Belmont areas of the district should continue that trend for the near future. ❖ Funding per district has been announced from the BCTF case award. In SD 62 that will include \$6.6 million to hire teachers to accommodate mandated class sizes and \$560,000 for overhead costs (which is new funding to support these changes with things like new support/facilities staff and upgrades to the existing fleet) 		

<ul style="list-style-type: none"> ➤ What does this look like? Over 90 FTE staff will be added to the district for 2017/18 including 57 new Enrolling Teachers (mostly at the Elementary level), and 33.5 new non-enrolling staff. ➤ Based on the size and projected growth of our district, the cost to bring us in line with the required contract language it will cost closer to \$9 million. Negotiations with the Ministry are in the works. ➤ Class sizes will see reductions across the board including maximum sizes of 20 for kindergarten classes, 22 for primary grades, 28 for middle school, and 24 for secondary school lab classes. ➤ Included in the non-enrolling numbers will see .5 - .8 library teachers returning to schools. ➤ Space - 31 new classroom spaces will be added including 22 portable classrooms, 3 upgraded classrooms, and 6 (elementary) computer labs that will be redistributed. The district hopes to have these spaces in place for September 2017 <p>STA – Absent</p> <p>SPVP – Tess Vally</p> <ul style="list-style-type: none"> ❖ No report <p>CUPE – Tim</p> <ul style="list-style-type: none"> ❖ April 28th is the National Day of Mourning. Canary flags will be put up at the 3 secondary schools to raise awareness and commemorate those who have been killed, injured, or have suffered illness as a result of workplace hazards, or accidents. ❖ Also on April 28th, the Lieutenant Governor will be visiting Spencer Middle School. ❖ CUPE convention to be held next week in Victoria. <p>CPF - absent</p> <p>Student – vacant</p>		
nutrition and stretch break		
<p>9. New Business 9:03pm</p> <ul style="list-style-type: none"> ❖ Topics of Interest from PACs ❖ Budget Note: Harold Cull will be doing budget readings in May. ECOW May 10 at Spencer Middle School (1st reading). Board Meeting May 23 at the School Board Office (2nd and 3rd 		



<p>readings). Harold will also present this information to SPEAC at our AGM May 17 at the School Board Office.</p> <ul style="list-style-type: none"> ❖ Student Learning Grants - \$.5 million dollars in funding includes 11% off the top to support services, and 16% to technology. Purchases will require district-wide resource group approval (administration, teachers, and PACs) for resource purchases made after July 1, 2017 ❖ School Safety - Colwood brought up concern with emergency supplies in schools and how some schools have a great stock and others don't even have a supply of water for the students. It was asked if there was a provincial mandate regarding what schools need to have. Currently there is nothing in place, and no funding from the Ministry to cover those items. It was noted that this was one of the main concerns of the SPEAC Emergency Preparedness Committee and they are looking to establish a minimum baseline of supplies for all schools across the district. ❖ Seismic Upgrades - Happy Valley asked Paul Block if the new build schools and those with seismic upgrades were built to Withstand or Post-Disaster standards. Paul would find out as Tim had already left. ❖ Fundraising for Capital Assets - Many PACs have expressed concern over feeling pressured to fundraise for various Capital Assets (most often technology based). This was discussed and the consensus was that ultimately PAC funds are spent at the discretion of the PAC for the current year. Teacher and Principal wishlists or ideas are often welcomed, but final choices on what to fund/purchase is an individual decision. 		
<p>MOTION to adjourn 9:26 pm (Saseenos/Happy Valley) Next Meeting: SPEAC AGM 7pm - School Board Office</p>	<p>Carried</p>	



Statement of Receipts and Disbursements
(Unaudited)
From July 1, 2016 to April 1, 2017

	Actual	Budget	Over (Under)
RECEIPTS			
BCCPAC Reimbursement	173.00	0.00	173.00
SD 62 Core Funing	7,032.60	9,250.00	-2,217.40
SD 62 Conference & District Meetings	2,250.00	2,000.00	250.00
SPEAC Membership	700.00	1,000.00	-300.00
Gaming	0.00	2,500.00	-2,500.00
	\$10,155.60	\$14,750.00	-\$4,594.40
DISBURSEMENTS			
All PVP & SPEAC Rep. Dinner	\$291.45	\$350.00	-\$58.55
BCCPAC AGM and Meetings	175.60	3,500.00	-3,324.40
BCCPAC Membership	75.00	75.00	0.00
Office and Miscellaneous	81.00	500.00	-419.00
PAC Summit End of Year Celebration	0.00	2,600.00	-2,600.00
Parent Education (including food)	809.25	3,000.00	-2,190.75
Vancouver Island Parent Conference	3,160.00	4,500.00	-1,340.00
	\$4,592.30	\$14,525.00	-\$9,932.70
Excess (Shortfall) of Receipts over Disbursements	\$5,563.30	\$225.00	\$5,338.30

General Bank Reconciliation - February 28, 2017

Balance per Bank Statement	\$3,953.25	Cheq. clear date	Balance according to books	\$1,698.75
Less: outstanding cheques			Less: Bank fees	
42 Brena (gift cards)	\$50.00	Mar. 9	Maintenance fee	\$2.50
43 VIPC (tickets)	2,160.00	Mar. 21	Statement fee	3.00
44 Cindy (child minding)	50.00	Mar. 8		-5.50
	\$1,693.25			
Reconciled balance			Reconciled balance	\$1,693.25

General Bank Reconciliation - March 31, 2017

Balance per Bank Statement	\$11,019.26	Cheq. clear date	Balance according to books	\$10,810.96
Less: outstanding cheques			Less: Bank fees	
46 Cindy (Child minding)	\$50.00		Maintenance fee	\$2.50
47 SD 63 (May 2016 DASH)	163.80		Statement fee	3.00
	\$10,805.46			-\$5.50
Reconciled balance			Reconciled balance	\$10,805.46



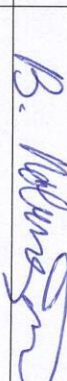
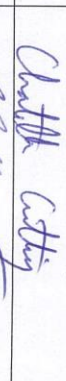


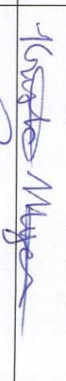




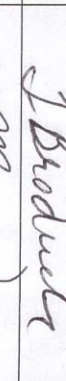

Sooke Parents Education Advisory Council
 Statement of Cash on Hand
 as at April 1, 2017

Cash on hand as of, 01-Jul-16	\$5,141.79	
Revenue as of, 01-Apr-17	<u>10,155.60</u>	
Total Revenue		\$15,297.39
Total Expenditures as of, 01-Apr-17		<u>4,592.30</u>
Cash available as of, 01-Apr-17		<u>\$10,705.09</u>
Cash in Bank:		
Gaming account	1,647.67	
General account	<u>10,805.46</u>	
Cash on hand as of, 01-Apr-17		12,453.13
Outstanding payables:		
DASH funding		<u>1748.04</u>
Cash available for use as of, 01-Apr-17		<u>\$10,705.09</u>

SPEAC BMO Gaming Account July 1, 2016 to June 30, 2017					
Date	Chq #	Description	Deposits	Withdrawals	Balance per Books
			-	40.50	
01-Jul		Balance Forward			\$ 1,688.17
29-Jul		Bank maintenance fees	-	2.50	\$ 1,685.67
31-Aug		Bank maintenance fees	-	2.50	\$ 1,683.17
30-Sep		Bank maintenance fees	-	2.50	\$ 1,680.67
31-Oct		Bank maintenance fees	-	2.50	\$ 1,678.17
31-Oct		Bank statement fees	-	3.00	\$ 1,675.17
30-Nov		Bank maintenance fees	-	2.50	\$ 1,672.67
30-Nov		Bank statement fees	-	3.00	\$ 1,669.67
30-Dec		Bank maintenance fees	-	2.50	\$ 1,667.17
30-Dec		Bank statement fees	-	3.00	\$ 1,664.17
31-Jan		Bank maintenance fees	-	2.50	\$ 1,661.67
31-Jan		Bank statement fees	-	3.00	\$ 1,658.67
28-Feb		Bank maintenance fees	-	2.50	\$ 1,656.17
28-Feb		Bank statement fees	-	3.00	\$ 1,653.17
01-Apr		Bank maintenance fees	-	2.50	\$ 1,650.67
01-Apr		Bank statement fees	-	3.00	\$ 1,647.67

Honoured Guests' Sign-in Sheet

Meeting date: 2017-04-19

School Name/Education Partner Group/Other	Name	Email	Signature
SPEAC	Brena Robinson		
John Muir	Chantelle Cutting		
Basecarts	Amanda Dowdy		
Happy Valley	Bree Kuehn		
John Muir	Krista Meyers		
Rayon Bay	Salome Crowley		
Dunsmuir	Paula Wilson		
Belmont	Melanie Armstrong		
Westshore hdd	Cristel Andrews		
Colwood	Teri Brockrick		
Journey	Teresa Mason		

Paul Block
 Tim Hamilton
 TESS Valley
 Good