

Dr. Thomas A. Swift Elementary PAC Meeting

PAC Email: taswiftpac@gmail.com

E-transfers: swiftpacfunds@gmail.com

Date: January, 19, 2023

Location: Library

Minutes taken by: Ryann Wynsouw

Call To Order

~ Meeting called to Order at 7:05pm by Tasha Mash

Attendance

~ Shannon Kenney (Principal), Tasha Mash, Melissa Tanner, Laurel Ball, Ryann Wynsouw, Shelby Krunick, Ken Olynyk, Amy MacKenzie Michelle Jones, Keri Buxton, Tara Lawrence, Lisa Mitchell, Jessica Friesen, Brandon Monahan, Alaina Pittman, Michelle Forrest, Evelyn Whitehead

Introductions & What Is PAC

~ Introduce the Executive team for the 2022/2023 year

Tasha Mash – President

Melissa Tanner – Vice President

Ryann Wynsouw – Secretary

Laurel Ball – Treasurer

~ PAC is the parent community of Swift. We work closely with admin and the staff to support and encourage and provide assistance to enhance the quality of the education and well being of the students and to enhance communication between the parents, students and the staff.

Approval Of Previous Meeting Minutes

~ Motion to Adopt the November PAC Meetings

Motioned: Michelle Forrest

Seconded: Brandon Monahan

Principals Report – Shannon Kenney

~ Land Acknowledgment:

Éy swáýel. We acknowledge that Abbotsford School District is located on the traditional territory of the Stó:lō people, the Semá:th and Mathxwí First Nation. With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

~ Commitment:

We acknowledge historical and ongoing injustices that Indigenous Peoples endure in Canada, and we accept responsibility as a public educational institution to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities through our teaching and community engagement.

~ Any parents interested in volunteering must complete a Criminal Record Check (this is done through the School Board Office) and a Volunteer Application (this is done through school). All information is on the website. This must be completed before you can volunteer in any capacity at school/field trips. We will be including this information in Kindergarten/New Student info packs again this summer.

~ Christmas Food Drive was amazing. As a community we filled 2 bins and were able to donate over \$800.

~ Christmas Fun Day was a HUGE undertaking but was such a great day. I was in a class the other day and it is still being written about in journals.

~ Christmas Concert was a great success and nice return to "normal". One thing that I am currently looking into is a ramp for accessibility in the future as our stage is about a foot higher than the district staging so the district ramp doesn't fit.

~ Kindergarten registration is on NOW! Nature K lottery starts Monday, January 23rd. Nature K parents should know their spot by mid-March. ALL Nature K students must enter the lottery, even those in catchment and must already be registered at their catchment school.

- ~ Out of Catchment Process is underway again. February 1st is when we can start to accept signed and completed Out of Catchment forms. Christine has sent out forms to all our current (and known) Out of Catchment families.
- ~ Nature Grade 1 requests and class request will be later in the spring.
- ~ Looking ahead in February, Parent Teacher Interviews will be on Feb 15th (afternoon and evening) and Feb 16th (afternoon). Similar to the fall, the 15th will be a half day – 11:30 dismissal, and the 16th “2 hour early dismissal” at 11:50.
- ~ Cuddle up and read! We would love a few parent volunteers who might be interested in reading with kids. This would not necessarily be with your own child’s class, but rather with some kids who could use some extra reading time with a caring adult. If you are interested in helping out, please email Mrs. Thurmer (gwen.thurmer@abbyschools.ca). We are hoping that we can create a list of helpers to “cuddle up and read”.

Treasurers Report – Laurel Ball

~ REGULAR ACCOUNT	
Previous Account Balance	\$15,070.91
Cheques Written	\$11,495.97
Deposits	\$ 5,319.76
Regular Account Balance	\$8,894.70
~ GAMING ACCOUNT	
Previous Account Balance	\$15,209.16
Cheques Written	\$ 0.00
Deposits	\$ 0.00
Gaming Account Balance	\$15,209.16

Fundraising Report –Michelle Forrest

~ Fundraising Ideas

~ A Facebook Poll was post earlier in the week regarding possible fundraising ideas. The top results were 1) Hanging Baskets, 2) Panago Pizza Coupons, 3) Neufelds/Krispy Kreme/Make it Sow Seeds (all 3 has the same number of votes). A discussion was held regarding the process and potential of each fundraiser, and it was voted on that we would be proceeding with Panago Pizza Coupons (pre-spring break), Neufelds (pre-Easter), and Hanging Baskets (pre-Mother’s Day). Dates will be firmed up in the coming weeks.

~ A parent discussed an idea about an Abbotsford Playground Map that could be sold for families to be enjoy over the summer break. The idea is being looked into further and will be discussed again at the next meeting.

~ Makayla has advised that she is no longer able to assist with Fundraising this year and will not be able to take on the role next year. So we are looking for someone who can assist with this role and hopefully take it over from Michelle for next year. Michelle Jones stepped up and advised that she is able to assist with the role, but can not take on the role full-time and need someone to assist next year with her.

~Swift Wear / Grade 5 Hoodies

~ All orders have been distributed and profit for this fundraiser was \$79.00

~ Art Cards

~ Art cards were a great success and this kids aft work was amazing. The profit for this fundraiser was \$1,319.37.

~ The teaching staff have requested that we please NOT do Christmas theme Art Cards next year. Art cards need to be done in October/November when lesson plans are not yet winter theme. This can be especially difficult for younger grades which are learning about fall leaves, but are trying to create winter art. So next years Art Cards will be done in the spring. In past years at Swift, Art Cards were alternated between Winter and Spring theme.

~ Christmas Raffle Baskets

~ This year’s raffle baskets were amazing! Thank you to everyone who donated items or funds to purchase donations for the baskets. The profit for this fundraiser was \$2,720.10.

~ Bottle Depot

~ This is an ongoing fundraiser at any Return It location. Bring in your blue bags of empties, enter the schools phone number 604-853-7730 into the self serve kiosk, select how many bags you

have, print the labels, stick them to the bag and drop them in the bin. The Return It staff will sort and count your items and the money automatically goes into the schools PAC account.

~ Cobbs Bread Gladwin location

~ Cobbs will donate a portion of your purchase back to the school PAC and all you have to do is mention that you are with Thomas Swift Elementary.

~ Please remember that if you are sending an e-transfer to pay for any fundraiser, please ensure you note your child's full name and what the funds are for. If sending for multiple items, please itemize amounts and items.

~ If you are sending payments via cash, please send exact amounts.

Hot Lunch Report – Keri Buxton

~ Next Hot Lunch is tomorrow, which is Chopped Leaf.

~ Unfortunately we will not be doing an order with the Old Spaghetti Factory as previously planned. Replacement options were discussed, and it was decided that we would do another White Spot order.

~ Hot Lunches are as follows:

~ January 20th – Chopped Leaf (orders closed)

~ February 24th – Boston Pizza (available for order)

~ March 10th – Subway (available for order)

~ April 21st – Red Robin (coming soon)

~ May 12th – White Spot (coming soon)

~ June 16th – Pizza (vendor to be confirmed)

DPAC Report – Amy Mackenzie

~ Superintendent Godden was a speaker at this meeting and he discussed a lot about child and youth mental health. He spoke about the best gift you can give a child is a well regulated teacher and / or an adult.

~ Since the pandemic, attendance levels for school aged children are down significantly. These are not daily attendance records, but rather the amount of school aged children that are enrolled in schools. The district is looking into why there has been such a large shift in enrollment. Pre-Covid was typically 92-94% attendance and now we have been closer to 75-80% attendance. For this year in particular, respiratory illness is up significantly so that is likely playing a large part.

~ The district is still facing staffing shortages for teachers, education assistants, bus drivers.

Retirement rates are out pacing graduation rates for qualified staff. Some of our surrounding districts have had to modify their hiring requirement qualifications so they can have bodies in the classroom to teach and assist. Currently our district is not in a position that they have made similar hiring modifications, but the possibility of having to do the same is being discussed.

~ HR is working on a job description with qualifications for noon hour supervisors so that it is regulated district wide.

~ There is a new district planning team that will be between senior management, the board of education of trustees and 3 members of DPAC. The DPAC members will be the chair, the vice-chair and they are looking for a 3rd non executive person to sit in on that team. If you are interested in this position, please contact or email the DPAC.

~ Next DPAC Meeting is February 23, 2023.

Staff Appreciation – Jennifer Russell

~ Christmas Pancake breakfast for the staff was a wonderful celebration. A big thank you to Jennifer and the other volunteers.

December recap

~ Festive Friday as a huge hit with kids, teachers and parents! Having a more generalized theme was much more inclusive and less stressful for all.

~ The teaching staff have requested that we please NOT do Christmas theme Art Cards next year. Art cards need to be done in October/November when lesson plans are not yet winter theme. This can be especially difficult for younger grades which are learning about fall leaves, but are trying to create winter art. So next years Art Cards will be done in the spring. In past years at Swift, Art Cards were alternated between Winter and Spring theme.

New Business

- ~ Love to Groove is not touring Western Canada this year as they are dealing with staffing issues. We are on their wait list for if/and when they do resume tour dates in Western Canada.
- ~ The school has booked the Duffle Bag Theatre Company which will be doing a presentation of a Pan on February 23rd. This is an interactive theatre production that will take suggestions from the audience and have audience members participate in the theatre production. The entire school will be enjoying this presentation as a group. The PAC is providing payment of approximately \$1,1000.00 as part of our fine arts contribution, which was approved in our budget at the beginning of the year.
- ~ Ms. Kenney is looking into more fine arts programs as more companies are return to school tours.
- ~ If you are interested in an executive position on the PAC for next year, both the President and the Treasurer position are up for election at our May PAC meeting. Tasha and Laural are currently in their second year and therefore these roles are up for election. If you are interest in either of these position or if you have any questions on what these roles entail, please email the PAC taswiftpac@gmail.com.
- ~ Question was asked if we have ever done a school wide fieldtrip like some other school / districts. It has not been done in the past, that anyone who was in attendance was aware of. Currently with the bus driver shortage, we are sure if it would be feasible this year but it is something that could be looked into as it would a great experience for the whole school.
- ~ Reminder that everyone who takes time out of their day to participate in PAC are volunteers. This includes all our volunteers, representative, coordinators and executives. All of these people have spent countless hours of their personal time to make all our events, lunches, meetings, fundraisers, etc. happen. Please remember to treat all of our volunteers members with kindness and respect.

Carnival – Evelyn Whitehead & Ken Olynyk

- ~ Carnival Night will be held on Thursday, June 1st from 5-7:30pm
- ~ This event requires a lot of volunteers to help in the planning process, pre-event preparation, set up, game/concession/station volunteers, clean up and much more.
- ~ If you interested in assisting with carnival prep please reach out to Evelyn Whitehead on Facebook so you have be added to the planning group. **See below list of planning committee jobs that need to be filled.**
- ~ If you have any suggestions or contacts regarding different attractions, interactive booth, food/treats, etc., please reach out to Evelyn Whitehead or email the PAC at taswiftpac@gmail.com. If you are able to provide information to get the ball rolling regarding any suggestions that will be greatly appreciated.
- ~ More details to come regarding ticket purchases.

Dates Of Note

- | | |
|---------------------|--|
| ~ January 20, 2023 | Hot Lunch – Chopped Leaf |
| ~ January 23, 2023 | Fruit and Veggie Day (Gala Apples) |
| ~ February 6, 2023 | Fruit and Veggie Day (Mixed Apples) |
| ~ February 14, 2023 | Valentine's Day |
| ~ February 15, 2023 | Early Dismissal at 11:30 – Parent Teacher Interviews |
| ~ February 16, 2023 | Early Dismissal at 11:50 – Parent Teacher Interviews |
| ~ February 17, 2023 | Pro D Day – No School |
| ~ February 20, 2023 | Family Day – No School |
| ~ February 22, 2023 | Pink Shirt Day |
| ~ February 23, 2023 | PAC Meeting 7:00pm |
| ~ February 24, 2023 | Jump Rope for Heart
Hot Lunch – Boston Pizza |

Next Meeting & Adjournment

- ~ Alaina Pittman won the attendance draw, a \$10.00 gift card to Zillas Donuts
- ~ Meeting Adjourned at 8:37pm
- ~ Next Meeting is February 23, 2023, at 7:00pm in the Library

2023 SWIFT Carnival Committee

Thursday June 1st 4-8

BUDGET Evelyn

- Set a budget and monitor purchases and forecast ticket sales

MAIN ATTRACTIONS Evelyn

- Book main attractions package: 3 rides and 1 toddler station

INTERACTIVE ATTRACTIONS

- Book and report budget and arrange logistics
 - Glitter Tattoo Artists
 - Reptile Guy Michelle
 - Play Abby
 - Face Painting Michelle
 - Balloon Animals
 - Science World

LICENSES/PERMITS/INSURANCE

- Apply for any required gaming license, permits and any insurance obligations

TENTS/FACILITIES

- Book Day of event & field
- Book community tent rentals and layout of event
- Arrange layout of event and table/chair count

COMMUNITY ATTRACTIONS

- Police
- Firetruck
- Ambulance

ORDER FORMS/TICKETS & WRISTBANDS/TICKET

BOOTH Evelyn

- Create price points and order forms
- Organize ticket packages and wristbands and organize a handout system
- Oversee ticket booth

GAMES

- Take inventory of games and ensure all materials are current
- Submit Master List of games and submit to Volunteer head for station sign up

VOLUNTEER SIGN UP/SET UP & TAKE DOWN Tasha

- Organize volunteer sign up, fill time slots and notify adults of their time slot
 - Contact high schools to get Student Leadership team vs parents
- Organize Set up & Take down crew
- Ensure first volunteer slot is 45 mins so people are at the post before carnival begins

MARKETING

- Notify on Social Media day of event and what to expect
- Sponsor board

FOOD

Tara - Food day of

- Book Caterer and plan out meal plan
- Chips and drinks pre-purchase
- Layout of food station

CONCESSION

Laurel, Melissa, Shelby

- Plan concession items within budget
- Set up, decorate and price points for items

DECORATIONS

- Buy table cloths, signage, etc. within budget

RAFFLE

Michelle

- Donation Request Letter and distribute
- Get items donated and pick up from vendors
- Market donated items

CASH CONTROL/FLOATS

Laurel

- Set up floats, number and assign to stations
- Periodically do cash drops at stations, track per station and lock up safely
- Report earnings and costs to ensure balance sheet is correct for event