



Brentwood Elementary PAC

Meeting Minutes
October 26, 2021

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7:01pm on October 26, 2021 by Bonnie Doyle. Welcome to everyone.

The Brentwood PAC would like to begin by acknowledging that we are fortunate to be having our meetings on the traditional territory of the WSANEC peoples. We are grateful to have the opportunity to meet, live, work and learn in this territory.

Present

PAC Executive:

Bonnie Doyle – President
Jennifer Hodgkinson – Recording Secretary
Michelle Cooper – Treasurer
Heather Wood – Member at Large
Caitlyn Addlestone – Member At Large

Pam Carvalho – Vice President
Julie Madsen – Member at Large
Jacqui Hipwell – Member at Large
Sarah Lefebvre – COPACS Rep
Sara Beaman – Indigenous Rep

School Administration:

Sara Salemink - Principle

Helena Takhar – Vice Principle

Other Guests:

N/A

Approval of Agenda

Motion to approve agenda – Sara B
2nd – Caitlyn

All in favor

PASSED

School Administration Report

Helena

- a) October 28th is **Dress Up Day**. Kids are invited to wear their Halloween costumes; however, no accessories are allowed. Face masks are to be worn as per current guidelines. If students do not want to wear a costume, they are welcome to wear orange/black or their eagle shirt.
- b) **Eagle Convocation** – Thank you to the PAC for the purchase of new/additional t-shirts. October 27th is the next convocation. It will be taking place on the field in their eagle nests. The intention for this convocation is to get to know each other through activities and photos.
- c) **Remembrance Day Ceremony** – It will be held virtually with a similar format as last year, on Wednesday Nov 10th. Ms. Coles will be taking it on. Teachers will reach out to families again for veteran photos for a slide show.
- d) **Criminal Record Checks** – The board is currently reviewing numerous policies within our District. CRC's being one of them; they are required for any parent volunteer who will be unsupervised with children such as Field Trips and Fun Lunch. It is being asked that we encourage parents to obtain their CRC as soon as possible as it currently has a wait of 5-6 weeks to process. There is no cost to the parent.
- e) A new initiative this year was to increase **Saanich Moons Knowledge** in the school. Classes signed up and the art is being shared within the main hallway of the school.

Sara S

- f) **Mat leave** – it is planned to start at the beginning of Christmas Break (December 17th) Sara and Helena are currently speaking with the District to get direction on next steps. When there is more information about the transition and coverage it will be shared.
- g) **Strategic Planning Survey** – As previously discussed, there was going to be a district representative join our meeting; unfortunately there was a strategic planning meeting scheduled for same day/time. Sarah reviewed the slides for the 2022-2027 Strategic Plan (attached to these minutes). We are in the consultation phase; teachers were given the opportunity to provide feedback and now they are seeking as much involvement from parents and the community. Evidence-based focus areas include: Mental Health and Wellness, Literacy and Indigenous Learner Success.
- h) **Blanket Exercise** for the PAC Executive – There is an opportunity for the PAC to participate in the exploration with a guide on what it was like for the indigenous people

during colonization and the various impacts. If it something the PAC would like to do the Sara will help facilitate.

- i) **Gagaball Pits** – The school is thrilled to finally have these installed. The hope is to have the kid start using the pits next week. They replaced the Tetherball posts. There will be a sign up after instructions for safe play have taken place.
- j) We have a **new secretary!** Meghan Dutil

COPACS Report

Sarah L

- a) **Strategic Report** – similar to Sara S's update. An email was sent to parents from our Superintendent on October 22nd.
- b) There was a request to cost share a program with **Dr. Reese, Clinical Counselor**. There would be Group Sessions related to Emotional/Behavioral Issues & Parenting. Some themes include anxiety, social media and sibling rivalry.
 - Sarah L motioned to set aside \$100 for this program, seconded by Jenn H, all in favor, carried.
- c) The **Vaccination Plan** topic came up during the last COPACS meeting – an email was sent out to parents from the Board Chair, Tim Dunford to cover this topic on October 22nd.

Indigenous Representative Report

Sara B

- a) Tried reaching out with both indigenous educations but have not heard; Sara S to reach out to them and create a **plan for communication** going forward.

Treasurer Report

Michelle

- a) Shared updates of Income and Expenses since last month on both the General and Gaming Account.
- b) **Artist in Residence** – \$3500 was allocated for the 2021-2022 year. It was decided that we will look at Artist in Residence next year (2022-2023) and the possibility of any grants that could come along with it.
 - Artist in Residence zero'ed out for the 2021-2022 year and moved to next year.

- c) The request from School Admin to cost share the **Gagaball court**.
- \$4000 from the Gaming Account (the original allocation of the Artist in Residence). Michelle motion to approve, seconded Sara B, all in favor, carried.
- d) Michelle motioned to increase **Field Trip budget** from \$4000 to \$4300 (\$12 per student) in Gaming Account. Seconded by Sara B, all in favor.

Continued Topics of Discussion (from last meeting)

- a) **Email vote:** Bonnie motioned that \$400 be allocated to purchase a Food Card for Indigenous Support Classroom. Seconded by Caitlyn. All in favor, none opposed. Motion passed.
- b) **Email vote:** Michelle motioned that we increase 'School Spirit' budget by \$400 for the purchase of additional eagle shirts. Seconded by Bonnie Doyle. All in favor, none opposed. Motion passed.
- c) **Fun Lunch** – Update was shared by Jenn H. The question raised about whether Fun Lunch on Friday's would work. It was discussed by PAC and Admin that Friday's are not a good choice and sticking with Wednesday's is best.
- Hot Lunch platform fee is due Oct 31st. Michelle confirmed they have received the cheque but have not "cashed" it or updated the account yet.
 - Bonnie to review parent volunteers and send list to Jenn H.
- d) **Popcorn Days** – Bonnie to reach out to Angie Tyrll who offered to volunteer for Popcorn Days. Situation may be different now that we are not popping the corn anymore; looking at options like Kernels.
- e) **Book Fundraiser** – Sarah L spoke with the School Librarian; they are very excited to participate in this fundraiser. There is a great list of 59 books the library would love to see. Tanners is offering a discount of 15% off. An approximate total for all books would be \$1500. It was suggested that we run this fundraiser after Christmas.
- f) **Pointsetta Fundraiser** – Julie finalized the dates November 1st to 11th; delivery will be made November 25th and 26th. Same delivery format as last year. Julie to send Jenn a Facebook teaser to get parents geared up and ready!

New Business

- a) **Christmas Hamper Fundraiser** – in years past, we decorated the front bulletin board of the school. Sara provided an update on the need of the program. It was confirmed that this program is an even bigger need this year. We will have at least 10 families we would like to provide hampers for. There could be a combination of family hampers and a donation to the Food Back. Sara S to confirm numbers.

- Sara B will take the lead on creating material to go out to families about the program and then create a theme for the board. Will seek out additional volunteers from parent list.

Meeting was adjourned at 8:02 pm by Bonnie Doyle. The next meeting will be at 7:00pm on November 30th, 2021.

Minutes submitted by: Jennifer Hodgkinson

Approved by: Bonnie Doyle



Strategic Plan 2022 – 2027

The Board of Education is committed to engaging with its communities to develop the 2022-2027 Strategic Plan for Saanich Schools.

The specific goals and strategies that are central to the Strategic Plan will be shaped by the district's core values and beliefs, vision, philosophy, mission, and guiding principles, all of which create the framework for everything we do to support our learning community.



A Strategic Plan is the District's road map for action and future student success.

Provincial and local student achievement evidence inform us when determining the educational priorities.

A Strategic Plan is a critical part of the integration of district planning, budget priorities and operations.



- Successful organizations are laser focused
- Too Many Goals = Lack of Focus
- Strong Strategic Plans are Evidence-based

*You can do
anything
but not
everything.*



Strategic Plan 2022-2027 Evidence-based Focus Areas



Provincial Reports – Saanich School District
[Saanich \(63\) Reports](#)

Saanich Schools
[Framework for Enhancing Student Learning \(FESL\)](#)
September 2021

Theme: Literacy

Rationale:

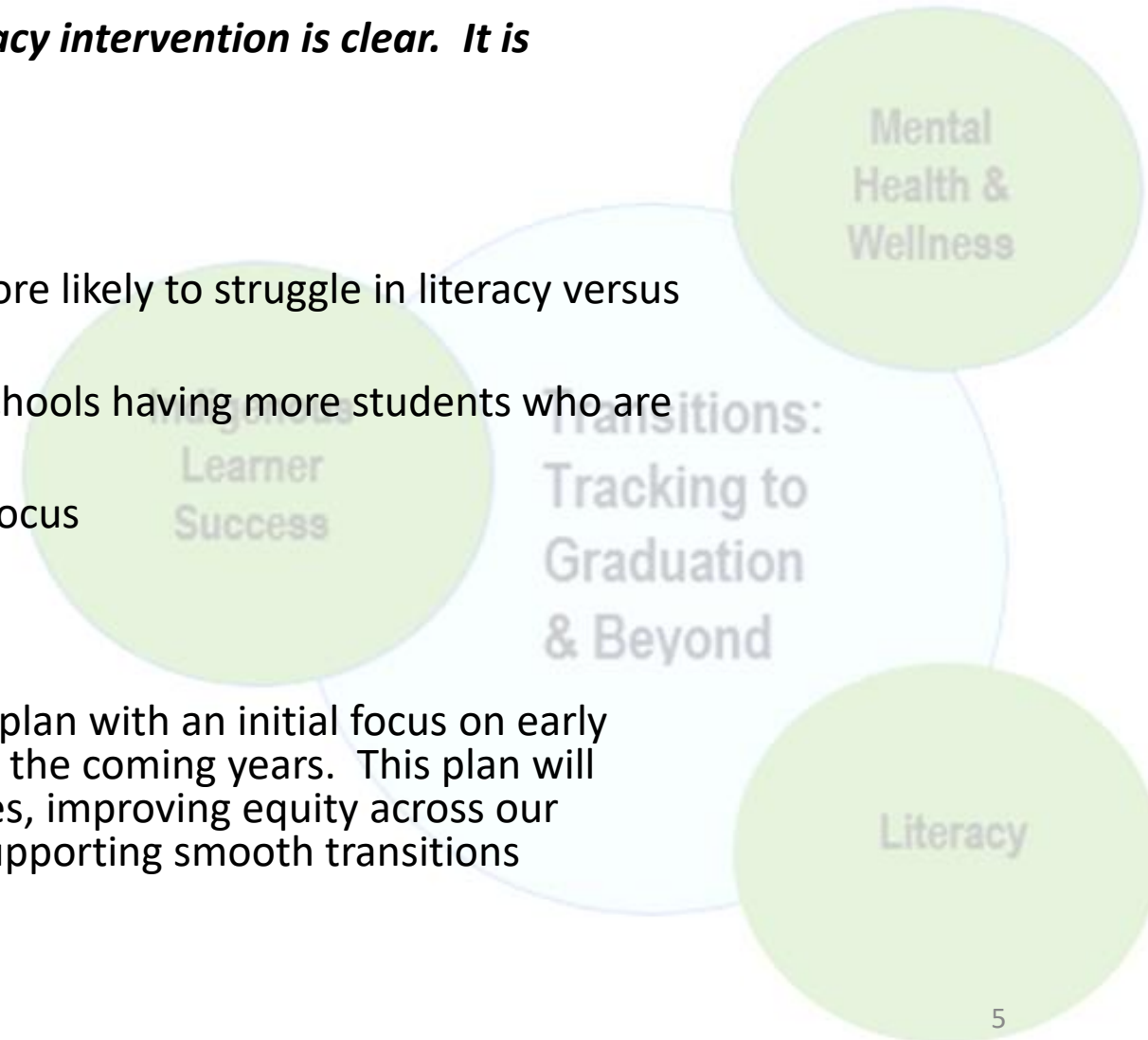
- *The correlation between student success and early literacy intervention is clear. It is essential that literacy instruction is prioritized.*

Evidence Examples:

- Report card data shows that elementary students are more likely to struggle in literacy versus numeracy
- There is a lack of equity in the literacy data with some schools having more students who are emerging and needing support than others
- Elementary teachers have identified literacy as a major focus

Current Initiative Example:

- The district is working on a comprehensive K-12 literacy plan with an initial focus on early literacy in elementary grades to guide our direction over the coming years. This plan will include a focus on supporting consistent literacy practices, improving equity across our district, expanding literacy intervention strategies and supporting smooth transitions between grades and schools.



Theme: Indigenous Learner Success

Rationale:

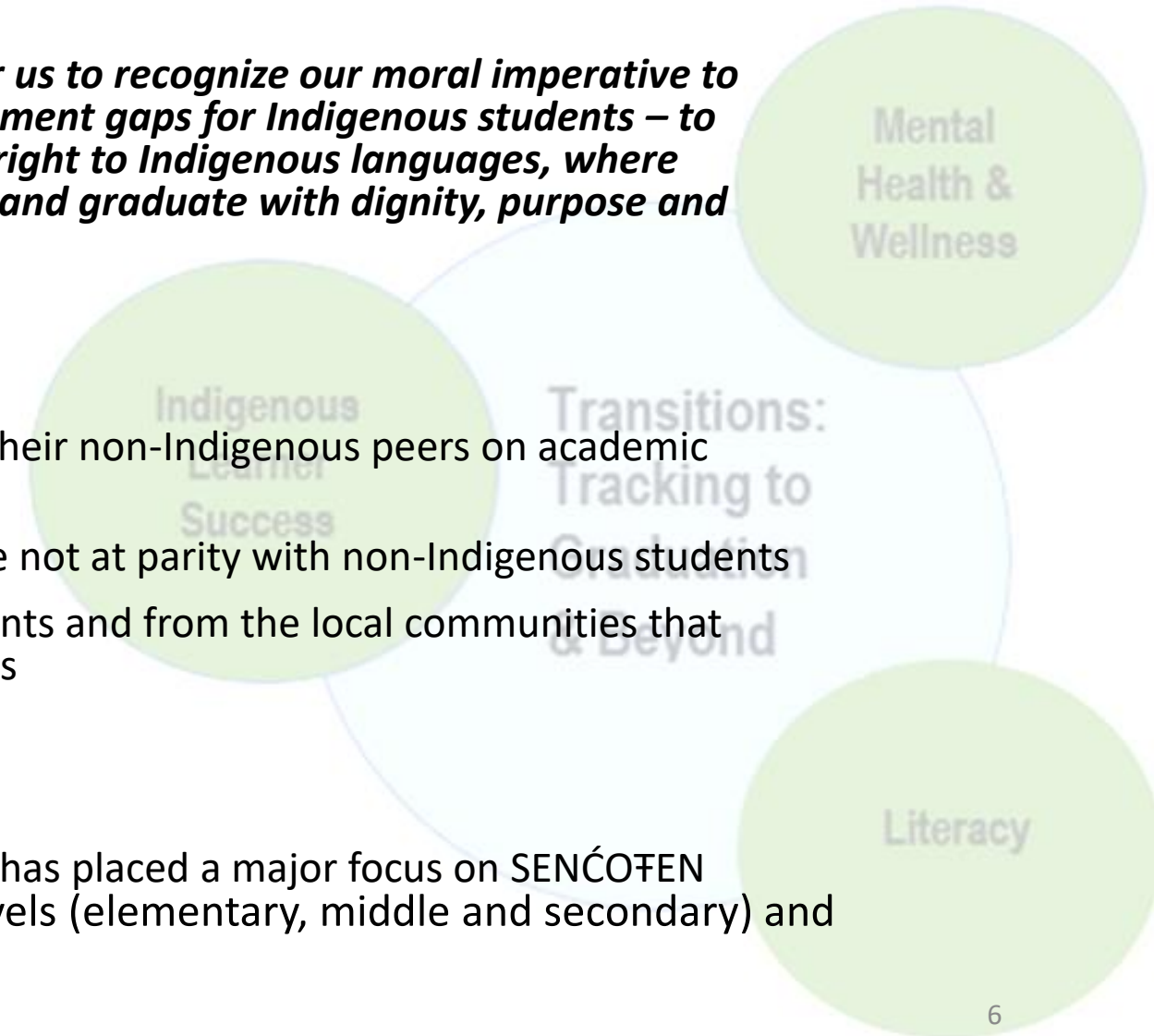
- ***The Truth and Reconciliation Commission has called for us to recognize our moral imperative to have an educational system where we address achievement gaps for Indigenous students – to engage in educational practices where we protect the right to Indigenous languages, where students do not encounter barriers or systemic racism, and graduate with dignity, purpose and options.***

Evidence Examples:

- Indigenous students are consistently not at parity with their non-Indigenous peers on academic measures
- Although graduation rates continue to improve, they are not at parity with non-Indigenous students
- We continue to receive feedback from Indigenous students and from the local communities that culture and language programs are essential for students

Current Initiative Example:

- Based on community and student feedback, the district has placed a major focus on SENĆOŦEN language instruction. We now offer SENĆOŦEN at all levels (elementary, middle and secondary) and exposure to all kindergarten students in the district.



Theme: Mental Health & Wellness

Rationale:

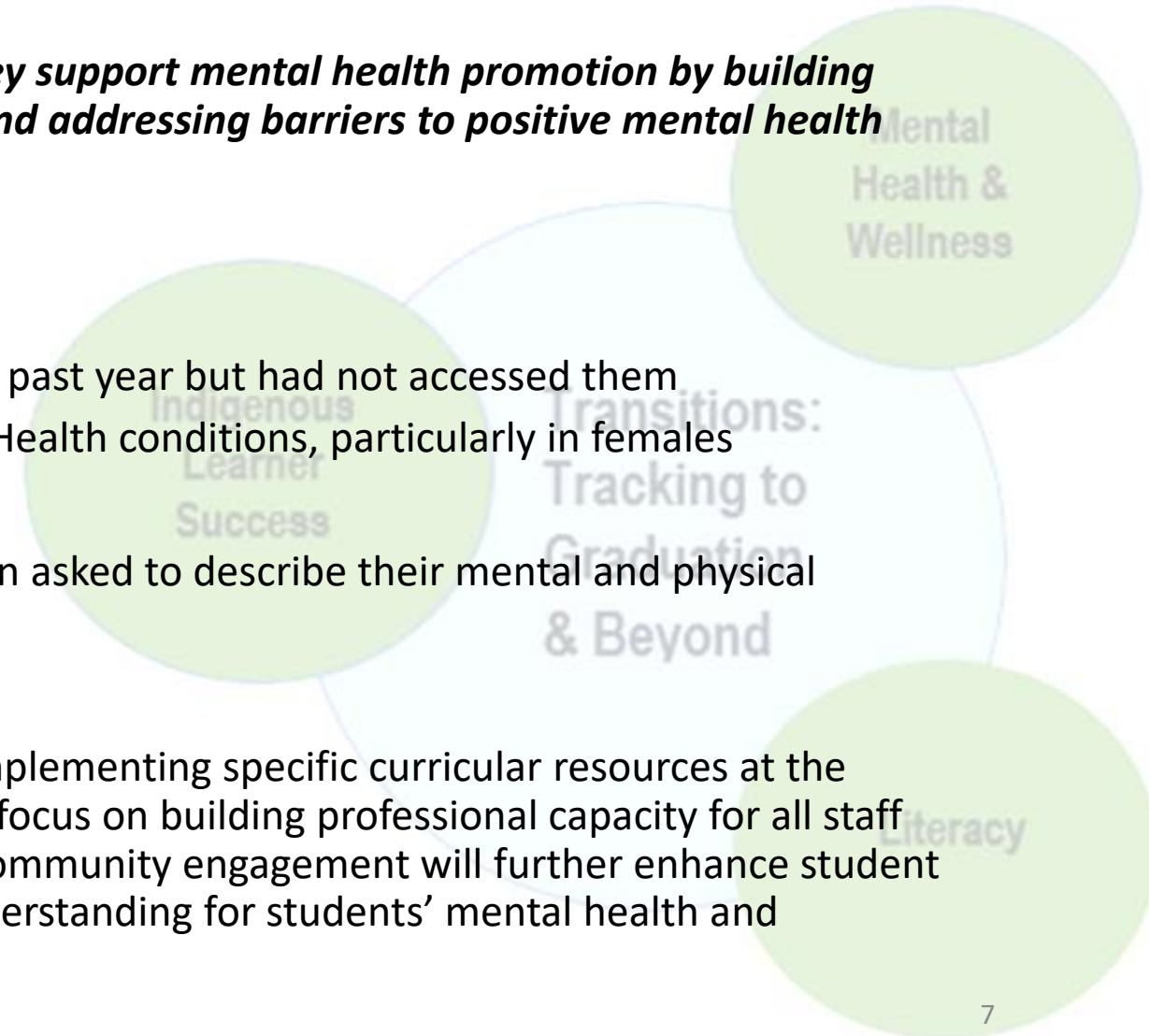
- *Schools are the first step in the pathway of care, and they support mental health promotion by building resilience, creating supportive learning environments, and addressing barriers to positive mental health and wellness.*

Evidence Examples:

- McCreary Adolescent Health Survey:
 - 1 in 5 students needed mental health services in the past year but had not accessed them
 - There was a noted increase in self-reported Mental Health conditions, particularly in females
- Student Learning Survey (Gr 7, 10, 12)
 - Less than 50% of students responded positively when asked to describe their mental and physical health

Current Initiative Example:

- The district will address mental health literacy through implementing specific curricular resources at the middle and secondary level and maintaining a continued focus on building professional capacity for all staff through in-service and other opportunities. Parent and community engagement will further enhance student learning by reducing stigma and supporting a greater understanding for students' mental health and wellness.





Strategic Plan 2022-2027 Feedback Survey

The Board is working to build an evidence-based Strategic Plan that will help guide the district to even better student success.

We want your feedback on the draft focus areas you've just seen. You can provide your thoughts in a convenient e-survey on some or all of them.

There is also a place for you to offer additional thoughts on other areas to potentially explore, as the Board considers the creation of its new Strategic Plan.

We thank you for your time and suggestions.

[STRATEGIC PLAN – CONSULTATION SURVEY](#)