



Brentwood Elementary PAC

Meeting Minutes
February 28, 2023

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7:03 pm on February 28, 2023, by Jenn Hodgkinson. 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.

Attendance

PAC Executive:

Jenn Hodgkinson – President
Kylie Madsen – Vice President
Michelle Cooper – Co-Treasurer
Kim Richardson – Recording Secretary
Shawna Lynch – Member at Large

School Administration:

Anita Ko – Principal
Tracey Westwood – Vice Principal

Other Guests:

Bronwyn Torres Bonet – Parent
Madison Robinson - Parent

Regrets:

Julie Madsen – Co-Treasurer
Jenny Milne-Tucker – Member At Large
Sarah Lefebvre – COPACS Rep

Approval of Last Minutes & Tonight's Agenda

Motion to approve January 31, 2023, minutes, and tonight's agenda: Michelle; 2nd Shawna

All in favor

PASSED

School Administration Report

Anita and Tracey

- **February events:**
 - Kindness Month: wonderful Kindness bulletin board – put the “I” in Kind; Valentine’s Day; Family Day; Pink Shirt Day.
 - Cedar weaving (Mrs. Shaw’s class)
 - Making Bentwood boxes (Mrs. Coles class)
 - Primary 100’s Day
 - Groundhog Day
 - Lunar New Year
 - Zip line on the new playground complete
- **Staffing update:**
 - Welcome to Mr. Frank Ewart, joining the Brentwood Eagles as an EA. He’s excited for his return to the Saanich district.
- **Term 2 Reporting:**
 - Report cards home March 16, 2023
 - Early dismissal March 1 and 2 → 1:48pm
- **March events:**
 - Basketball Jamboree March 10 at Stelly’s or Bayside
 - Kindergarten hearing and dental screening is scheduled for March 15th
 - Author [Lana Button](#) coming to visit. She is a Canadian children’s book author and elementary school presenter who is excited to be touring Victoria from March 13th to 17th and has presented to thousands of students across Canada sharing her picture books and messaging of resilience, bully awareness, empathy and inclusion.
- **Artist-in-residence:**
 - A staff survey showed in favour of using this opportunity to establish inclusive pavement games. Thanks to the PAC for arranging the artist. Anita and Tracey will work with Sarah L. to move this forward.
- **Pro-d day – Feb 18th:**
 - Brentwood staff attended a variety of sessions including trauma informed teaching, strengthening phonological awareness, powerful writing strategies, teacher collaboration, neurodiversity.
 - Staff book club is reading *21 Things You May Not Know About the Indian Act* by Bob Joseph.
- **Waste Recycling:**
 - Personal lunches – Please have children consider litter less lunches. Recycling will be taken home.
 - Pizza boxes from fun lunch days can be composted if wax less, or put in garbage stream is contain wax.
- **SISP is looking for Homestay Families.** [More info here](#). SISP’s is willing to come to a school event to share additional information.

Upcoming dates:

Mar. 1: and 2 - Early Dismissal 1:48

Mar. 4: PAC’s fundraiser at Brewsky’s 6-8, all are welcome.

Mar. 10: Basketball Jamboree
Mar. 13: Popcorn Day
Mar. 16: Lana Button author visit
Mar. 16: Report cards home
Mar. 20- 31: Spring Break

April 7: Good Friday
April 8: Ready, Set, Learn 3:30-5:30pm
April 10: Easter Monday
April 19: Cross Country Meet#1 @ Centennial Park
April 24: Non-Instructional Day- no school in session
April 26: Cross Country Meet#2 @ Centennial Park
May 19: Non-Instructional Day- no school in session

COPACS Report

Update provided by Sarah L (via email):

- BCCPAC moved forward with several resolutions including:
 - Biodiversity standards and outdoor classroom infrastructure
 - Supporting healthy school foods and food literacy
 - Supporting agricultural visibility and opportunities

Indigenous Representative Report

- No updates/position vacant. Interest in this position is welcome.

Treasurer Report

Update provided by Michelle:

a) **General Account:**

Balance: \$14,220

- i. Fun Lunch revenue = \$2904 (total for school year to-date)
- ii. Popcorn revenue = \$562 (total for school year to-date)
- iii. Forgotten lunch: \$1027 donated / paid out \$629
- iv. No significant expenses in the past month

b) **Gaming Account:**

Balance: \$3,974.08 (no changes in past month)

Discussion:

- PAC allocates out \$200 per classroom; if classrooms want to submit, they can submit, as well as support programs.

- Science Venture can be covered by the gaming account if the school wants to move forward with this. School admins would be responsible for booking.

Continued Topics of Discussion (from last meeting)

- *Fun Lunch: accessibility / call for coordinators (Jenn/Kim)*
 - The next fun lunch is scheduled for April.
 - Jenn and Kim are both needing to step back from their roles. A call for volunteers went out, with some interest expressed for supporting the day of event. Jen Gillepsie will be supporting the HotLunch platform going forward, Kim will support. Ideally, we need one more person to support the HotLunch platform on an ongoing basis.
 - Thank you to Anita for reaching out to all families without fun lunch orders in February to ensure they were aware of the opportunity to participate in fun lunch. Any families wishing to participate, but facing a barrier (financial, technology, etc) can reach out to the school admins or paclunch@brentwoodpac.ca
- *Community social (Kylie)*
 - There are still tickets available, which can be sold at the doors.
 - Donation items can be brought to Brewsky's on the day of the event.
- *Artist in Residence:*
 - Sarah L has progressed work towards an artist in residence. Anita updated that a staff survey shows preference for inclusive pavement activities. Further planning with Nate is required with school admin. Sarah L, Tracey and Anita to follow up.
- *Mural with Sarah Jim:*
 - This work continues to be discussed with a theme of "Floating ecosystem/cloudscape bursting with native plants, that will highlight the beauty of the plants below". Sarah Jim, Sarah L, Anita and Tracey to discuss further into the spring when weather is warmer, and the work can take place.
- *Spring Dance and Movie Night (Jenny/All)*
 - Cancelling the March date; will look at May date for a spring event.
- *Return-It*
 - Fiona Mosher has an account for the school green team.
 - Jenn created another account for PAC fundraising – the code is 7085708511

New Business

- *Executive roles & recruitment for 2023/24 (Jenn)*
 - There is a hope to increase the size of the PAC for the 2023/24 school year.
 - Please spread the word for anyone who may be interested.

- Anyone interested should join the next PAC meetings (April & May).
- *Purdy's Easter fundraiser (Jenn)*
 - Fundraiser is now open and posted on FaceBook.
 - Cut off for ordering is March 20th, 2023
- *Grade 5 farewell:*
 - Sarah, Julie and Michelle met to discuss fundraising for a Grade 5 farewell. Want to avoid there being a financial burden on families. Typically the PAC has contributed to this in the past based on the poinsettia and spring flower fundraisers.
- *Spring flower fundraiser:*
 - Spring flower fundraiser is being organized in time for a Mother's Day pick up.
 - Anita will book the gym for the pick up days.

Meeting adjourned at 7:54 pm.

Next meeting – April 25, 2023, 7pm, In person in the PAC kitchen.