



## Minutes for January 22, 2020

(meeting originally scheduled for January 15, postponed due to a snow day/school closure)

**Attendance:** Christina Apa, Jacob Buurma, Tuire Tammilehto, Teresa Bubela, Julena Lovegrove, Claire Manhas, Lois Bender, Nancy Hodgson, Vanessa Lloyd, Leann Trenchard, Devon Windsor

**Call to Order** at 7:04 pm by Jacob

Adoption of meeting agenda by Jacob

Adoption of meeting minutes from previous PAC meeting (November 13, 2019) by those present.

### Standing Items

### Communications

#### Spirit Wear

- Julena presented some updated designs for Torquay spirit wear (these were previously seen at the November meeting). 'Classic' version and 'sporty' versions were both circulated.
- Some questions about colour options (blue and green are the school colours) with possible grey, black, pink and orange shirt options
- In the past it's been a break-even operation, just one dollar above cost (and the extra dollar pays for a free shirt for the grade 5 grads to get a free shirt).
- This year we might offer more options with a bit more markup (such as hoodies) but still try to keep at least one option lower-margin for accessibility.

**ACTION:** Julena to talk to screen printers and get costing options. Ms. Trenchard might have a contact in Vancouver to compare costs as well.

### Financials

- We spent quite a bit of money at the last PAC meeting (completion of the Home Reading book sets and emergency supplies for each classroom).
- Jacob would like to introduce a bit more process around funding requests (have them in advance so that there can be more communication). Parents and exec present agree with this suggestion.
- Keep fundraising decisions to the end of the meeting so that each can be considered in the broader context

Emergency Preparedness: all kits are in and are fantastic according to Lois, people are very happy with them and they seem like a very worthy investment.

Village Torquay restaurant: fundraising on behalf of Torquay for months of January, February and March

Benjamin Moore: 20% discount, mention Torquay, spread the word to friends, family and contractors.

Note: There is a full list of supporters on the Torquay PAC website.

### Events Update

#### Board games night:

- very fun night and the tables filled up in less than ten minutes!
- It was at capacity and Jacob estimates 60-80 people
- Interactivity Board Games café is a great destination for family members of all ages
- Lois spoke to the appeal of getting our kids interested in playing games and using the café as a meetup

Parent Ed nights: Caren has been working on this on behalf of Torquay, **Shannon Husk (Social Media and how it affects our kids). February 27, 7pm-8:30pm via EventBrite and via the Torquay PAC website.** It was very well received last year and we will make a bigger push to promote it closer to the time.

Volunteer Drivers Pool: we are hoping to add parents to the running list (Claire Manhas volunteers to be added).

### Spring Fair

- Teresa reports on behalf of the organizing committee that there have been two meetings so far and several plans drafted for how the fair can proceed in terms of games, food options, inflatables etc. Devon Windsor reports specifically about a gaming application for 50/50 tickets and a raffle.

Key questions from the organizers:

1. Date of this year's fair? **Friday May 22 and Friday May 29** are suggested, Lois checks the school calendar and there are no obvious conflicts with either date. May 22 would follow the long weekend so it would be a short week, is that problematic? We can also promote the fair at the Welcome to Kindergarten event (May 21) and in the packages.
2. Amount of emphasis on fundraising vs community building? The organizing committee is not able to take on a silent auction this year and they suggest we move the auction online and put more time and resources into it on non-spring fair years. Devon speaks to the logistics involved in doing two 50/50 draws (we have a gaming account already so this would be straightforward to do).
3. Support from Torquay staff? In the past the BBQ has been run by Torquay staff. Lois will discuss this with staff on behalf of the committee. Division baskets will be created/raffled so teachers will need to organize these with their classes. Challenges between divisions as an extra fundraiser (are teachers interested in participating?).

- Committee is wondering if there are any other items in storage at the school (such as signs, game items etc)?
- Julena has signage from last year's fair that she will pass along.

**ACTION: Ms. Trenchard will check on what might be in storage from previous years. Lois will follow up with staff regarding their support. Thursdays work to meet with Lois and Leann to further discuss dates and staff involvement, Teresa will follow up.**

### Administration Report

Strategic planning review: our district is currently in the midst of a strategic review from key stakeholders (CUPE groups, staff, admin, PAC groups). This happens every three years and Lois briefed the group on how it is proceeding.

- Four goals currently identified with some additional sub-goals
- Lois has conferred already with Torquay staff (groups each took one of the goals for around 20 minutes and provided input)
- She would like to see if parents might be interested in having a similar meeting to discuss the four goals? Interested parents could write down some ideas and contribute to district planning and this input will set the tone for how the district proceeds.
- It would need to happen by next week, so is somewhat time sensitive.
- Parents present feel there would be wider interest in participating if it was email based or take-away (or an online form?) rather than an in-person brainstorming session
- Jacob offered to try doing something that parents could complete electronically

**ACTION: Jacob to confer with Lois re: an online/electronic form for parental input.**

Proposal for updated audio/visual system: Lois further expanded on the proposal she presented at the last PAC meeting re: updating the audio/visual equipment in the Torquay gym.

- We have good sound currently but staff are challenged by the difficulties in using the current equipment (both set up and operation).
- Fortunately this year we have a staff member (Mr. Purnell) who has prior experience as a DJ and has been helping with set-up for assemblies. But, we need a long-term solution so all staff can access/use the sound system. Right now nothing can happen "on the fly" as it takes time and specific people to use the equipment.
- It is not a matter of just training staff to use the existing equipment as that would still leave the issue of portability of the speakers (size/weight), set up time, and the safety and organization of so many cords/cables
- Of the five schools Lois has been at, Torquay's system is the least functional and this is a limiting factor for performances, assemblies, presentations and regular class use. She would like to see a system that includes:

- wall mounted speakers
- a central box on wheels that holds all equipment and has just a few switches to control everything (this would also limit cords)
- A ceiling mounted projector (such as in the library) would also be useful in engaging the students and sharing student work
- How much will this cost? It has been assessed in three parts: equipment, carpentry and installation (electrical work etc). Lois conveyed the advice from SD personnel who provided an estimate that it should ideally be done all at once rather than in stages (analogy to installing a new kitchen but leaving the dishwasher to years later).
- There are some different options that we could consider: the district assessed around \$9400 for equipment (taxes, carpentry and installation would be extra). The estimate includes 4 speakers but we could potentially trade in the current ones or see if two could be enough. We also have an amp that may be used instead of the amp included in the estimate. Lois will inquire as to whether we could use 2 speakers instead of 4 and whether we could use our current amp.
- Jacob: without the treasurer present to report on financials we can't make any projections or commitments from current fund levels
- Tuire and Vanessa ask about whether this is something the rest of the staff feel as strongly about? Ms. Trenchard says that there is concern from staff about the general ability/time required to take on the set-up and strength to handle the speakers.
- Lois clarifies that the issue is not about knowledge of how to use what we have, it's about the incompatibility of the outdated, cord-based gear with functional use. Lois also suggested that we are missing opportunities to share visual materials easily with the students and have teachers use the equipment to enhance their instruction (such as in PE classes).
- Jacob: Is it possible to do all the sound at once and then do the visual part at a later date? Lois notes that the advice she has received is that we do it all together, per the kitchen reno analogy.

**ACTION: We will add this A/V proposal as a highlighted action item for the next meeting and encourage more discussion then.**

#### **Town Hall:**

- Pancake Breakfast: in the past it has been done in January but we are tabling it for this year
- Crossing Guard: Lois speaks to this: some schools receive funding for crossing guards but it is NOT funded the District. Previously funded by Beacon Community Services but they have since dropped that service. Lois has contacted the new group who has taken over to ask why we don't have the crossing guards at the second Torquay crosswalk and they said there wasn't enough traffic on Torquay to warrant both. Lois notes that the current guards are paid out of Torquay staff funding. For the second crosswalk, the previous person is no longer able to do it due to life circumstances changing and we now may need to rely on parent volunteers. Lois has asked for a re-assessment of the traffic flow on Torquay to see if this will allow us to get a second guard from the organizing group.

**ACTION: investigate whether parents can volunteer to staff that crosswalk?**

**Meeting adjourned:** at 8:19 pm by Jacob