



## Parent Advisory Council Meeting (in-person) MINUTES

Monday September 25, 2023  
7:00 – 8:00 PM in Dorothy Lynas Library

### Find us online

- e-mail: [emaildpac@gmail.com](mailto:emaildpac@gmail.com)
- Web: [www.dorothylynas.com](http://www.dorothylynas.com)
- Facebook: <https://www.facebook.com/dorothylynaspac>
- Instagram: <https://www.instagram.com/dorothylynaspac/>

**In Attendance:** Heather Schofield, Andrea Pieters, Kelly Clauson, Leora Fenner, Tristan Crowther (Principal), Joanna Lane (Vice Principal), Zara Priest, Erin Dodds, Kelly Arvai, Sarah Coates, Sarah Devisser, Emily Rooney, Leah Browne, Pat Buchanan, Huda Hamze, Nicole Hiebert, Kate Reynolds, Anna Sharonova, Rebecca Ashton, Fer Downing, Hesam Dowlatshahi, Jessie Wall, Jaclyn Fairburn, Leonie Harper, Nadia Nascimento, Ashley Kelly, Jody Stover

**Regrets:** Marissa Ismay

Topic	Comments	Presenter
<b>Welcome</b>	<ul style="list-style-type: none"> <li>▪ Call to order 7:02 pm &amp; Land Acknowledgement</li> <li>▪ Approve agenda (by Leah Browne and Jaclyn Fairburn)</li> <li>▪ Approve last minutes June 5, 2023 (by Fer Downing and Kelly Clauson)</li> <li>▪ Introduction of PAC, Principal Crowther + Vice Principal Lane, teacher reps, and meeting attendees</li> <li>▪ Guest - Rebecca from Berry Family Childcare Society (before and after school program)</li> </ul>	<b>Heather Schofield &amp; Andrea Pieters + PAC</b>
<b>Guest</b>	<ul style="list-style-type: none"> <li>▪ Before &amp; Afterschool program details provided by Rebecca Ashton:               <ul style="list-style-type: none"> <li>- Working with school district to open in November, date TBD</li> <li>- Opening at 7:15am, and pick up until 6pm</li> <li>- Age 5-12, maximum capacity is 24</li> <li>- Will provide cover for early dismissal and PD days, school holidays, and will hold camps</li> <li>- Look for sign on outside of Room 106 with QR code, can add yourself to waitlist, learn more about centre</li> <li>- Possibility of running a preschool based on demand</li> </ul> </li> </ul>	<b>Berry Family Childcare Society</b>  <b>Rebecca Ashton</b>
<b>PAC</b>	<ul style="list-style-type: none"> <li>▪ All about PAC               <ul style="list-style-type: none"> <li>- All people with children in the school are members of the PAC</li> <li>- Exec roles</li> <li>- Members at Large (MAL) – specific role in helping out</li> <li>- Other roles – DPAC, Safety, etc.</li> </ul> </li> </ul>	<b>Heather Schofield</b>

Topic	Comments	Presenter
	<ul style="list-style-type: none"> <li>- PAC is a separate entity to the school administration</li> <li>▪ What does PAC do? <ul style="list-style-type: none"> <li>- Decide on how to spend money coming in to PAC</li> <li>- Bring money in through fundraising and grants and decide how money is going to be spent</li> <li>- Hold spirit and community events</li> <li>- Communicate with parents through newsletters and school communique and social media channels</li> <li>- Have fun</li> <li>- Lots going on, so get involved today!</li> </ul> </li> <li>▪ Roles that need to be filled: <ul style="list-style-type: none"> <li>- DPAC</li> <li>- Safety person</li> <li>- Lego Club Head Organizer</li> <li>- Seycove Basket Lead</li> </ul> </li> </ul> <p>For more information about the role of the PAC:  <a href="https://dorothylynas.com/get-involved/pac-executive-and-committees/">https://dorothylynas.com/get-involved/pac-executive-and-committees/</a></p> <p>And how you can get involved: <a href="https://dorothylynas.com/get-involved/">https://dorothylynas.com/get-involved/</a></p>	
<b>Principal's Update</b>	<p>Welcome Back Message:</p> <p><i>Relationships ...</i></p> <p><i>Relationships with yourself</i></p> <p><i>Relationships with others ...including tech./social media</i></p> <p><i>Relationship with the land</i></p> <ol style="list-style-type: none"> <li>1. Staffing Update <ol style="list-style-type: none"> <li>1. Fully staffed <ol style="list-style-type: none"> <li>i. Human enterprise &amp; how we work together matters</li> <li>ii. Email example</li> </ol> </li> <li>2. Recruitment challenge</li> </ol> </li> <li>2. Class Placement Process Statistics <ol style="list-style-type: none"> <li>1. Only 5 meetings post placement</li> <li>2. Appreciation for the parent feedback</li> </ol> </li> <li>3. School Planning: <ol style="list-style-type: none"> <li>1. Diversity Equity Inclusion Crowther <ol style="list-style-type: none"> <li>i. Welcoming culture continues</li> <li>ii. Next meeting October 17th 5:45 pm at Northlands Bar and Grill</li> </ol> </li> <li>2. Innovative Instruction/ Student-Centred learning</li> </ol> </li> </ol>	<b>Tristan Crowther</b>

Topic	Comments	Presenter
	<p>4. Room Usage</p> <ol style="list-style-type: none"> <li>1. MPR – change to provide before and after school care</li> </ol> <p>5. Fall Sports</p> <ol style="list-style-type: none"> <li>1. Basketball/ Cross Country</li> <li>2. Intramural</li> <li>3. Inter-school</li> <li>4. Tennis was a big success</li> <li>5. PAC-funded Gym Sense program moved to May due to scheduling conflict</li> </ol> <p>6. Band/Strings - locations</p> <ol style="list-style-type: none"> <li>1. Locations</li> <li>2. Be aware of kids and safety when dropping off in the am</li> </ol> <p>7. Terry Fox Run</p> <ol style="list-style-type: none"> <li>1. Felt great to have students together</li> </ol> <p>8. National Day of Truth &amp; Reconciliation</p> <ol style="list-style-type: none"> <li>1. Activity planned on this day</li> <li>2. Gather late afternoon close to 2:20pm for the rock laying</li> </ol> <p>9. Reporting Order (PTC Nov. 6,7,8)</p> <ol style="list-style-type: none"> <li>1. Joanna Lane will be co-facilitating workshops for staff regarding the changes to reporting order.</li> <li>2. Communique in Oct/Nov will have the "helpful link" for parents provided by the Ministry of Education</li> </ol> <p>10. Calendar</p> <ol style="list-style-type: none"> <li>1. Hoping to hold a Winter concert. Details TBD</li> </ol> <p>11. Pick up reminders (dogs/parking/walking school bus)</p> <ol style="list-style-type: none"> <li>1. Dogs not allowed on school property</li> <li>2. RCMP will be here with regularity for around school safety</li> <li>3. Still looking for volunteers for walking school bus to get this program running. Advantage is to have less cars on the roads around the school.</li> </ol> <p>12. Damage to the school site - reminder that parents responsible both ethically and financially for damage</p> <p>13. Volunteers in schools</p> <ol style="list-style-type: none"> <li>1. There is a process in place and requirement for paperwork and in-person interview with Tristan/Joanna. If you have met previously, no need to meet again this year. Interviews with</li> </ol>	

Topic	Comments	Presenter
	<p>Tristan/Joanna will only be held between 8:30am-9:45am on Thursdays.</p> <p>14. Feeding Futures: The province is providing funding to look at programing to provide healthy meals in school. No time frame. Slow steady shift from Hot Lunches and FROYO. PAC will need to move away from these programs as a result and this will affect future PAC fundraising.</p>	
<p><b>Hot Lunch Update</b></p>	<ul style="list-style-type: none"> <li>▪ Ordering opened. Please note, there is a small fee per credit card payment, so PAC would appreciate ordering once for the session, but do what works for your family</li> <li>▪ Thursdays hot lunch (PAC fundraiser) &amp; Frozen Friday (Grade 7's/PAC split fundraiser)</li> <li>▪ A Donation button was added as an option for Fall Munch-a-Lunch to support a donation drive for hot lunch subsidies for families in need</li> </ul>	<p><b>Jen Cram</b></p>
<p><b>Community &amp; Spirit Events</b></p>	<ul style="list-style-type: none"> <li>▪ Welcome Back BBQ recap <ul style="list-style-type: none"> <li>- thank you to Chris Gaydon and Brielle Hamalainen for organizing; Anna and Steph for advertising; lots of positive feedback; community spirit event not fundraising event</li> </ul> </li> <li>▪ Spirit wear being designed now (fall)</li> <li>▪ Parent's Night Out (fall) <ul style="list-style-type: none"> <li>- This is a get out and have fun spirit event!</li> <li>- If you would like to be part of planning committee email PAC;</li> <li>- looking at November date TBD</li> </ul> </li> <li>▪ Cocoa and Carolling (Dec) <ul style="list-style-type: none"> <li>- Still considering if we run this event, will decide once we hear if school is running a holiday concert event.</li> </ul> </li> </ul>	<p><b>Andrea Pieters</b></p>
<p><b>Fundraising Update</b></p>	<ul style="list-style-type: none"> <li>▪ All current fundraising programs available on the PAC website: <a href="https://dorothylynas.com/fundraising/">https://dorothylynas.com/fundraising/</a></li> <li>▪ Family Photo Fundraiser recap - held Saturday, 23 families took part; look at potentially doing again in the spring</li> <li>▪ Purdy's Chocolates (upcoming) (about \$1000 for the APC)</li> <li>▪ The Art Card Project (Katie) (about \$2000 for the PAC)</li> <li>▪ New - Sunoka Apples (Fer) order ends Oct 7</li> <li>▪ Seycove Family of Schools – Auction, Dinner and Dance <ul style="list-style-type: none"> <li>- Each class donates a themed basket, sell tickets, catered event, silent auction, a lot of work and a lot of fun; all feeder schools get an amount; last year we received \$15k to our PAC</li> <li>- The proceeds from the Seycove Auction are split evenly between the 4 schools Seycove Family of Schools (Dorothy Lynas, Seycove Secondary, Cove Cliff, and Sherwood Park) and scholarships for graduates.</li> </ul> </li> <li>▪ Ongoing fundraisers:</li> </ul>	<p><b>Heather Schofield &amp; Andrea Pieters</b></p>

Topic	Comments	Presenter
	<ul style="list-style-type: none"> <li>- Mabel's Labels – great for spring camp, summer camps, back to school</li> <li>- MaxFrut Popsicles (local family business)</li> <li>- Cobs – mention you are with Dorothy Lynas and 5% of sales comes back to PAC, \$515 from last year</li> <li>- New - Stong's (online ordering only)</li> </ul>	
<b>Treasurer Report</b>	<ul style="list-style-type: none"> <li>▪ Budget Update (see current budget <a href="#">here</a>)</li> <li>▪ Budget year runs from September 1 to Aug 31, budget created in the spring for the next year</li> </ul>	<b>Kelly Clauson</b>
<b>Other/New Business</b>	<ul style="list-style-type: none"> <li>▪ Grade 7 parent rep (Jasmine Barry) + Oct 11 parent meeting</li> <li>▪ Walking School Bus volunteers still needed</li> <li>▪ Our librarian, Ashley Kelly, is very happy about the new library furniture – flip-up tables, chairs, and poufs – bought through a donation from the PAC in 2022/23</li> <li>▪ Class Rep Update (Zara) – volunteers still needed to help with communication and organizing giftbaskets for the Seycove FOS Event. Reach out to your teacher to volunteer</li> <li>▪ DPAC Rep (open role) &amp; Seycove FOS Rep</li> <li>▪ EDI Committee: <ul style="list-style-type: none"> <li>- There is a need for further clarification on this committee, so watch this space</li> <li>- PAC aims to view work we do through an EDI lens</li> <li>- School doing a lot of EDI work</li> <li>- Nadia Nascimento would like to get involved</li> </ul> </li> <li>▪ Safety &amp; Transportation Chair (open)</li> <li>▪ PAC-sponsored Lunch time program (Chess Club) will be run throughout the year</li> <li>▪ PAC-sponsored After school programs (Light's Up Musical Theatre, Maa Yoga, PCC Multisport) – all details on website; not a fundraiser</li> <li>▪ PAC donated sports equipment that can be used by kids at lunch time</li> <li>▪ Ski &amp; Snowboard Club (Leonie) <ul style="list-style-type: none"> <li>- For grades 4-7</li> <li>- 4:30-6:30pm, then dropped off at school at 7pm</li> <li>- includes lesson, plus bus</li> <li>- registration date TBD</li> <li>- will need parent volunteers to be chaperones, emergency contact, etc.</li> <li>- approx. 40 spots for skiing, 10 spots for snowboarding</li> <li>- parents will need to think about getting gear to kids at the end of the day – not allowed in school</li> </ul> </li> </ul>	<b>All</b>

Topic	Comments	Presenter
	<ul style="list-style-type: none"> <li>▪ MailChimp – new way for PAC to share information</li> <li>▪ New* Free, PAC-led LEGO club               <ul style="list-style-type: none"> <li>- still taking donations of Lego</li> <li>- to be run by parent volunteers</li> <li>- no cost to join</li> <li>- looking for volunteers</li> </ul> </li> </ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>▪ Meeting adjourned at 8:34pm</li> <li>▪ Next Meeting: Tues, Nov 21, 2023 from 7-8pm on Zoom</li> <li>▪ PAC Meeting Dates for 2023-2024 are below:               <ul style="list-style-type: none"> <li>- Sept 25, 2023 – PAC General meeting (in person)</li> <li>Nov 21, 2023 – PAC General meeting (on Zoom)</li> <li>Jan 15, 2024 – PAC General meeting (in person)</li> <li>April 9, 2024 – PAC General meeting (on Zoom)</li> <li>June 3, 2024 – PAC General meeting and AGM (in person)</li> </ul> </li> </ul>	<b>Heather Schofield</b>