

# **Gordon Head Middle School PAC Meeting**

April 20, 2022 at 7:00 p.m. (via Zoom Online)

## **MINUTES**

In attendance: Marc Lerman (Chair), Erin Eastman Paulson (Recording Secretary), Tiffanie Hanoski (Treasurer), Michelle Gilmour (Grade 6 Rep), Gina Zak (Grade 7 Rep), Sarah Ball (Grade 8 Rep), Susan Peters (VCPAC Rep), Ying Fan (Hot Lunch Coordinator), Shawn Boulding (Principal), Jennifer Adamson (Vice Principal), Julia Usenina

1. Call to order at 7:03 p.m.

### **Territorial Acknowledgement**

*We start our gathering tonight by acknowledging the lək'wəḡən (lay-kwung-gen) peoples, represented by the Songhees and Esquimalt Nations, and the W̱SÁNEĆ (weh-saanich) peoples, represented by the Tsartlip (Sart-Lip), Pauquachin (Paw-Qua-Chin), Tsawout (Say-Out), Tseycum (Sigh-Come) and Malahat (Mal-a-hat) Nations, within whose territories Gordon Head Middle School is located.*

*The First Peoples have been here since time immemorial and their history in this area is long and rich. We are grateful to work together on their beautiful lands.*

2. Welcome and Announcements.

Zoom recording of meetings to assist the minutes process was agreed with the agreement recordings be deleted as soon as minutes are finalised and approved.

3. Approval of Meeting Agenda Moved by Marc Lerman; Seconded by Susan Peters; Approved.
4. Approval of February 16, 2022 Meeting Minutes: Moved by Susan Peters; Seconded by Tiffanie Hanoski; Approved by Executive, April 8, 2022. This motion is thus formally recorded in these minutes as an addendum.

***Approval of Meeting Minutes process note:*** In order to make PAC meeting minutes available to the GHMS community via the school's website as soon as possible after a meeting, the PAC Executive members present at the meeting conduct a review and approval of the minutes. The record of the approval process is formally recorded as an addendum to the following meeting minutes.

5. Principal/Vice Principal Report (Shawn Boulding/Jennifer Adamson)

Shawn's Report: Lots is happening in the building as usual. Badminton tournament today in the gym (Arbutus vs Gordon Head).

In physical education programs track and field is starting. Planning is taking place for next year with feeder schools Hillcrest & Torquay to transition grade 5 students and figure out how best to support these new students before they enter the school in September for grade 6. Jennifer and Shawn are staffing the building for next year. Next year our numbers are up. We are currently waitlisting students for grade 6, 7 and 8 which is pretty unusual for GHMS. Near capacity for next year. Given district priorities, want to make sure there is space for incoming families moving into catchment until typically the end of September. Division structures: we will have 14 divisions - structured the same way we are this year just our classes will be closer to capacity.

4 - grade 6 classes

4 - grade 7 classes

1 - 6/7 blended class

5 - grade 8 classes

Don't have a woodwork teacher so exploratories has been a bit rocky. Filled by a TOC. There aren't enough woodwork/shop trained teachers out there.

New things on the go (Mental health initiatives):

Boys Club Network update: didn't find teachers to commit. Male EA's are working with a small group to start. Getting boys together. Pilot the rest of this year. The Boys Club is voluntary for students and happening Tuesday's after school. Ordering pizza. Will let families/parents know. Not counselling, a group of guys getting together and talking about guy stuff - student focused and student run. A tenet of the group is that what is said in the room will stay in the room unless an adult has a responsibility to act on something that is said (health/safety/wellbeing in jeopardy, for example).

Go Girls: (similar to Boys Club) a group headed up by Sunny Myles, the school based counsellor, will be happening during curricular time/lunch time and will be starting soon. Some students will be asked to join and

other students who are interested volunteer. Sunny will inform parents if their children have been asked to participate. (Go Girls is an established group that has been happening for a number of years at GHMS.)

School Youth and Family Counsellor: Sabrina is working 3 days a week supporting kids. Her focus for the most part has been in the grade 6 wing, getting to know the kids, culture and climate of what is happening there and supporting students there.

Transition Day - School Wide - May 19th: Incoming New Grade 6's will arrive at 1 p.m. for meet and greet activities for an hour. Grade 8's go to high schools that day.

Covid update - continue to assess on a daily basis. Before Spring Break - when there was a positive test, parents were notifying the school. No one got very sick. Post Spring Break, nothing has spiked and is comparable to pre-Covid years. Parents aren't informing the school as much as pre-Spring Break re: attendance and reason for missing school.

Shawn will be leaving Gordon Head Middle School and moving to Oak Bay High School next year. Many familiar staff will be back next year. Incoming Principal will be Tina Pierik who is currently the Principal at Esquimalt High School. Jen Adamson will remain as Vice Principal at GHMS.

10 staff members are leaving, one of which is a retirement. Leo, our custodian, is retiring.

Jen's Report:

Emergency Preparedness and how PAC allocated funds have been spent: \$514 from Columbia Safety Equipment - vests, goggles, air horn, megaphone. Staff are ready to go for Emergency Preparedness Week. \$450(ish) at Costco - new water, granola bars (will not expire until Oct 2023), juice and cookies (for immunizations for now and Fall). \$200 remaining to be spent out of the two budgets.

Lots of talks with students about Emergency Preparedness in Outdoor Education and explaining the procedure for parent pickup and where to wait. Explaining the 'what if's and reasons why they stay at school - a safe place to be (for days if necessary). Earthquake Drill will be in the first week of May.

## School Wide Mental Health Initiatives Coming Up Soon

Have some specific Grade 8 mental health initiatives taking place in Spring:  
Need2: Suicide Prevention Organization - presentation happening in all 5 grade 8 classrooms

Island Sexual Health – Sex Ed

A play with the Green Thumb Theatre - a virtual presentation. It's called "Still Falling" a topic on resilience where the main character deals with depression and anxiety.

Conversations with staff re: Fun Day at year end in June. Will talk more in May.

Possibly talking about a Welcome Back Event in the Fall. Back to School BBQ / Grade 6 Welcome Event.

## 6. Treasurer's Report

### **Accounts Report:**

As of March 31, 2022:

- Chequing Account: \$41,253.21
- Gaming Account: \$11,945.97
- Paypal: \$2960.44
- GIC: \$10,256.01

## 7. Committee Reports

### a. Fundraising:

- i. Donation Drive Update: was given in February.
- ii. Bottle Drive Update: Bottle Drives were held in March and Saturday April 9, 2022. The March Bottle Drive raised \$730 directed to the Music Program for the Mama Mia production. The April Drive raised \$878 and the funds will be used for the grade 8 graduation celebrations.

Is a Bottle Drive in late May a good idea since the last two have been quite successful? Will try one in late May.

Thank you so much to Jasmine and Marc for organizing the Bottle Drive and being onsite to help ensure the success of the event!

- iii. Grade 8 Popcorn Fundraiser: **\$1,372.47** (This includes April - one more to go in May). Thank you to the GHMS office staff for their support of this fundraiser!
  - iv. Purdy's Chocolates Easter Campaign Update: We made \$323.53 (We were competing against many other schools in our family of schools as well as organisations; it's still a good fundraiser). Thank you to the GHMS office staff for their support of this fundraiser!
  - v. Cobs Bread Fundraising: Reminder to please mention before you purchase anything at the Shelbourne store that you are with Gordon Head Middle school as we get 5% of the sale.
- b. Hot Lunch Program: The Program is being executed without any issues and is running smoothly. We extend our gratitude to Ying, Olivia, Deepali and all the parent volunteers for their devoted and effective commitment to this Program.

Parent question re: the Ministry proposed changes to healthy eating guidelines/restricting hot lunch programs in schools. Will likely have an impact and will have to see how far they take things. There may still be a survey you can still take. Check the Gordon Head Parent Facebook Page for a link for the survey.

- c. Staff Appreciation Lunch:

To be held during May 20, 2022, Pro D Day, in the same format as last year. Marc is coordinating with Katrina. Marc will meet with Katrina Friday April 22 to initiate the process, etc. Fundraising to begin next week (April 25 - 29).

Note: Last year we did an online donation. With the funds we were able to get a catered lunch through Little Piggy Catering. Red Barn may be another good option. We also had enough funds to get each staff member a bottle of Non-alcoholic Seas Cider (they supplied at cost). The format of the event was very well received by the GHMS staff.

A proposal will be made at the May meeting for recognition of departing/retiring teachers at the end of the school year. Will coordinate with the administration to obtain a relevant list.

d. Grade 8 Graduation Planning and Process

Marc is in contact with Megan Steffens, Div. 1 teacher, who is spearheading the school's Graduation Planning Committee. The Committee held a meeting today (April 20) and conveyed the following: pending confirmation of dates and times with the administration. They propose to hold a Grade 8 Dance and Lunch on Friday, June 17th and have the Graduation Ceremony on Thursday, June 23.

Marc and Megan will meet in the near future to coordinate ideas and plan how PAC supports the endeavour.

Prior to the meeting, Sarah Ball sent the committee photos of the decorations, etc. PAC provided last year. Lauren Bisset will connect with Sarah regarding the decorations.

FYI we have near \$2,700 for the endeavour (\$878 from Bottle Drive; \$500 from PAC Budget, and \$1,372.47 Popcorn).

Parent feedback: Experience better than swag for Grade 8 expenditures.

8. 2022-23 PAC Executive and Portfolios/Nominations

Potentially there will be at least 3 vacancies on PAC's Executive/Portfolios for the 2022-23 school year. We need to recruit volunteers to ensure our PAC may function effectively for the good of the school and the student body next year. A call for nominations will be made ASAP across as many communications mediums as possible (Facebook page, Website, newsletter update, etc.) in an effort to recruit parents to serve on the Executive.

Please contact Marc by Friday, May 6 if you do not plan to continue in your role next year.

2021-22 Executive:

Chair: Marc Lerman

Co-Chair: Vacant

Treasurer: Tiffanie Hanoski

Secretary: Erin Eastman Paulson

Grade 6 Representative: Michelle Gilmour

Grade 7 Representative: Gina Zak

Grade 8 Representative: Sarah Ball (Vacating after this year)

VCPAC Representative: Susan Peters

## Portfolios

Hot Lunch Coordinator: Ying Fan

Hot Lunch Volunteer Coordinator: Deepali Shikhare

Hot Lunch Website/Ordering Manager: Olivia Kompier

Fundraising: Vacant

## 9. VCPAC Report

VCPAC February 22, 2022 Meeting Update: Our PAC did not have a representative attend the meeting.

VCPAC is looking for people to fill the Executive Positions - has to be in by April 22, 2022.

They're hosting a webinar on how to fill out the Gaming Grant and have a Q&A about how it works and what the money can be used for.

Budget cuts - eliminated elementary school strings program. Middle school band was reduced by 20%. Reduced contracts for 2 Outreach and Link workers, 2 positions at the Board Level and an Associate Superintendent Position has been cut. Day time custodial staff is halving at the elementary and middle school level.

Parent question - how does this custodial budget cut impact our school?

Shawn: No one has sat down and spoken about this issue with administration specifically. Currently our day time custodian works 5:30

a.m. to 2:00 p.m. (He is retiring at the end of this year, so we will have someone new next year). There is almost an hour at the end of the day where we don't have a custodian. At 3:30 p.m. the night shift/evening custodians come in.

Our belief is that next year custodial shift starts at 6:00 a.m. and will be finished our school around 11:30/noon and go to an elementary school and pick up the time at an elementary school. The elementary school our custodian is partnered with (Torquay because of proximity?) will not have a custodian on-site in the morning, but will have one in the afternoon. Evening custodial time should be the same. Administration will have to fill the gaps in urgent/emergent situations.

VCPAC 2021-22 meetings are scheduled on the 4th Tuesday of the month at 7 pm (with the exception of December and March). Next meetings are:

Tuesday April 26, 2022, 7 p.m.

Tuesday May 24, 2022, 7 p.m.

#### 10. Other Business

##### a. District Budget Process and Proposed Cuts

On February 24, 2022, GHMS PAC in coordination with VCPAC submitted to SD 61 Trustees and relevant education and government stakeholders a formal letter regarding the District Budget process and recommendations.

##### b. Board of Education Trustees Suspension

On February 24, 2022, GHMS PAC in coordination with VCPAC submitted to SD 61 Trustees a formal letter expressing concern on the process of the suspension of 2 Trustees.

##### c. AGM Meeting Preparations

Proposed draft 2022/23 Budget; Nominations processing and voting for 2022-23 slate of Executive/Portfolios candidates; transfer of position responsibilities process; year end activities;



Donation Letter for next year's information packages sent by the school; Discussion of a School year kick off event in September.

11. Next Meeting: Wednesday May 18, 2022, 7 p.m. via Zoom. This meeting is the AGM for this year.

New Business: It has been tradition not to have a June PAC meeting and to reserve the June schedule for an Executive meeting if necessary. June tends to be very busy in the wrapping up of year end activities.

12. Adjournment at 8:09 p.m.