

**DPAC MONTHLY MEETING: 4 APRIL 2019**  
**CEDAR HILL MIDDLE SCHOOL LIBRARY**

*Katia Dilkina called the meeting to order at 7:13 pm.*

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In attendance:

Erin Prescott	Robin Grazley	Katie Ryan
Katia Dilkina	Marika Glickman	Adrienne White
Cyndi Whaley	Cindy Luchka	Elena Schultz
Cathie Daugenet	Maria Gateley	Nicole Normand
Colleen Liang		

Staff: Ms. Brenna O'Connor, Mrs. Jana Relf, Mme Sarah Harrison

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#### 1. Principal & Vice-Principal's Reports

- Brenna: we are looking ahead to next year, planning classes, staffing -- families should let the school know if they will not be returning in September.
- Welcome to Kindergarten sessions are also in planning -- as with last year, Info Night will be held prior to the June PAC meeting, and we will invite incoming families to stay
- track is coming up in the spring for grades 3-5-- very popular -- no cross-country for spring, however (too many time conflicts for teacher sponsorship)
- garden consultation is underway:
  - community consultation will be held Tuesday night (April 9) at 6:30 pm, in the library -- please come to support the plan if you are able.
  - We do have our money in place, thanks to hard work of the garden team. Once we have approval from community members, we can set dates for work on irrigation and fencing. Marni thinks we could be up and going this spring. Everything beyond irrigation/fencing can be done with community volunteers, with leadership from Matthew (LifeCycles).
  - Hopefully we'll something plantable before the end of June.
  - Question from Cyndi: who will take care of the garden during the summer? Brenna: this garden has been designed around a central meeting area, with sustainability in mind. Matthew has been thoughtful about planting sustainably. The irrigation system will take care of water needs. Volunteers from LifeCycles will help -- possibly also an opportunity for parent volunteers. Erin: Shelbourne Community Kitchen also partners with LifeCycles, so some of their volunteers may also be able to help.
- Y team came to visit the Garry Oak meadow, and are designing pro-d workshops specific to our Garry Oak space -- active, creative play, and mindfulness workshops for teachers -- coming up April 12

- We have also been in communication with a group from the Aboriginal Education department regarding a name for our garden -- they will be able to do a land honouring ceremony prior to breaking ground on the garden.
- Jana: lastly, class photo day is coming up on April 25.

2. March 2019 Minutes to Approve -- motion to approve by Elena Schultz, seconded by Adrienne White.

### 3. Boardgame Night -- April 11

- Erin & Katia went over the list of games -- some from the school, and some can be brought from home as well. Katia will arrange with Brenna to get into the gym and get set up. Simple snacks will be available for purchase, on an honorary basis so no one has to staff the concession. There will be 10 tables set up with a game, and extra tables as well.
- The event starts at 6:30, probably will go to about 8 -- families can rotate where possible -- some games allow for multiple players. It will be in the gym, but we can move to the library next time if fewer people attend.
- This event could be held more than once a year if it proves popular.

### 4. Intermediate Playground

- The committee (Marika, Cyndi, Katie, Hannah) met and have findings to share.
- Cyndi passed around the plans, agreed on by the committee and based on Cindy's previous research.
  - The committee selected brighter colours for the equipment, as higher contrast with wood chips is better for many students.
  - Estimate for the equipment is \$48,095, possibly with PST savings (waived last time -- \$3K lower if so), plus another \$15-20 K in woodchips and installation.
  - Still up for discussion: is there room for one more piece where the spinner was? It might be best to save the space for future. At least \$4k more would be required to replace that piece -- stick with main structure for now?
  - The price has increased by 20% over the two years since the original quote -- for legitimate reasons which the company was happy to share.
- Marika and Katie spoke briefly about the next steps for fundraising.
  - The committee will proceed with corporate ask letters first, rather than student- or family-led fundraising.
  - Katia: as we start to fundraise, people might ask about the promised government funding for playground replacement. Brenna was able to confirm that Doncaster is not on the current list for funded replacement.
  - Sarah suggested that the PAC could also consider approaching the Rotary Club (Harbourside) for donations, as they sometimes have funds set aside that aren't accessed. Parents noted that it had been difficult to establish communication with the Rotary Club during the primary playground fundraising. Sarah offered to help Marika connect with them -- thank you!

- Marika will work with previous letter as a template, update it. Katie will draft a letter to parents seeking connections to businesses, etc. -- get families involved at macro level.
- Brenna still needs to talk with Marni about quote for installation -- will forward info when available.
- Question: what can we offer to corporate sponsors -- temporary thank you signs? in-school signs or plaques? Jana thought plaques are acceptable, but Cindy recalls that they were not able to offer anything permanent last time. Brenna will investigate.
- We should make a list of the garden sponsors, so we don't ask for playground money as well -- Margo has this information. Brenna also noted that we can provide tax receipts for donations made to SD61.
- Question from Elena: will not being on the funded-playground list affect our position for installation? Brenna: not necessarily, it will depend primarily on how work is being scheduled (especially with childcare buildings).
- Before we can vote to approve and place the order, we still need:
  - the installation quote;
  - further info on how volunteers can help (who/how); and
  - time frame for delivery/installation.
- Cindy confirmed that we must have all the money in place to pay the district for equipment and installation when the order is made. Brenna and Jana agreed: the quote from the company goes to district, then a new quote is generated with district savings (including PST exemption), ground cover, etc., and then we pay the district. Brenna: Marni is aware that this is in the works, could happen quite quickly -- will talk with her ASAP.
- Katie: once we have a quote for the full amount, we can talk to sponsors. Katia: it would be great to have something by May meeting with clearer idea of funds.
- In order to comply with donation rules, as well as to preserve PAC's contingency funds, we will need to have all the funding in place before the order is made. It would be great if we can order by end of this school year, but that may not be a realistic deadline to have all our funding in hand. The best thing would be to get as much sponsorship as possible. Once we have info about what we can offer sponsors, permanence, can draft letters and go from there.

## 5. Budget Meeting

- **Our 2019-20 Budget meeting will be held at 6 pm on May 2**, before the regular meeting at 7. We have only May/June left, so this will be an additional rather than a replacement meeting. The exec must attend, but it is open to everyone -- exciting times for PAC financial planning! Intermediate playground, stationary bikes, parent library ... Brenna & Jana have many suggestions too.
- The PAC will need to vote to approve spending the money on playground replacement once we have a quote for the full amount.
- Parents returned to a brief discussion of the playground equipment, and the merits of replacing the spinner with the rest of the installation.
  - It may now cost close to \$18K to replace the model we had.
  - Cyndi passed around photos of potential additional pieces.

- Katie brought up the idea of a GaGa Ball court. Brenna mentioned that some EAs have been asking about that as well. The game is played on an octagon court, in a contained area, and players hit the ball with their hands. There is a court out front at Cedar Hill Middle School. However, the court is hard surface, can't go on woodchips.
- Some parents agreed that sponsors might like the idea of purchasing a particular component of the playground. Some have fun names as well: Piggyback Bridge! Safari Scrambler! This might be a way to make donating tangible and thus more appealing to sponsors.

#### 6. April & May PAC Newsletter

- Adrienne will be away, and may need help putting together the newsletter for April and May. The newsletter is in PowerPoint, templates are already created.
- On further discussion, Adrienne felt she might be able to finish up April, and possibly May as well. Katia will take on whatever Adrienne cannot.

#### 7. Doncaster families at a Royals Game

- We still need an organizer if we are going to do this event next year -- keep it here until someone decides they want to do it.
- Cindy volunteered to take on the low-key community game aspect, but not further (playground) fundraising -- thank you, Cindy!

#### 8. Fun Lunch Coordinator

- Joy-Marie is leaving the school at the end of this year, so Leanne needs a partner. This is a backup person, essentially, as Leanne has things organized -- would need to be able to be there at 11:15 on the last Tuesday of each month.
- This could be a position shared among a few people, as long as there was coverage every month.
- Maria may be interested in being a coordinator -- thank you, Maria!
- A short discussion of the trial lunches in April and May (Mucho Burrito, White Spot) followed. Some items may need to be reviewed in light of policy on what foods can be sold in B.C. schools.
- Discussion moved to streamlining delivery of fun lunch items. Cindy noted that when there are not enough volunteers, some classes are left waiting; we try to make sure that grade 5s get their orders first, so lunch monitors can get to their assigned classrooms, and then Kindergarten classes (who might need more time to eat).
- Sarah suggested that lunch monitors might help collect the baskets to take to classrooms. However, if parent volunteers are sparse, food may not be ready to distribute when the bell goes.
- Brenna and Jana suggested asking senior students to volunteer to help on fun lunch day -- support for this idea from parents as well -- leadership opportunity, would be great to involve them more.

#### 9. Grade 5 BBQ/End of Year Celebration

- Joy-Marie has offered to organize -- thank you, Joy-Marie! If any other grade 5 parents would like to help, their help is welcomed. Nicole Normand volunteered to help -- thank you, Nicole!
- Katia will send a message directly to the grade 5 class reps. The teachers are heavily involved as well.
- The BBQ will be held in the courtyard.

#### 10. Active Transport to School/Bike to School Week

- Erin put out a call for anyone who might be interested in organizing activities in leadup or during Bike to School week, May 25-29. Adrienne will include this info in the newsletter as well.
- The PAC usually contributes treats for the Principal's Walk -- Erin has also been talking to MEC about organizing bike tune-up workshops, also Bling Your Bike -- Bike Blender??
- Cyndi volunteered to help -- thank you, Cyndi!
- Erin noted that she is also on Saanich's active transportation committee, and can bring issues or concerns to that committee as well. There is money in their budget for safe active transport.
  - Katia: a bike lane on the other side of Cedar Hill Rd. should be a priority.
  - Parents also mentioned the Derby & Cedar Hill intersection, which is still on Saanich's radar but not immediate priority.
  - The crossing on Shelbourne at Cedar should also be a priority -- need for a crossing guard there. Beacon is no longer organizing crossing guards.
- Erin: reminder of Garry Oak cleanup this Saturday, 1:30-3:30 pm -- bring gloves and clippers if possible, Brenna will arrange with Facilities for garbage to be taken away. The focus is on garbage, but also ivy/daphne removal.

#### 11. VCPAC AGM

- Katia: the meeting will be held at Doncaster on April 23, 7-9 pm -- bigger meeting, bigger issues
- Elena will be attending as Doncaster's rep -- other parents, please join us!

#### 12. TC10K

- Katie: we have 16 runners registered currently -- more runners can still register, but will not get the t-shirt

**Next Meeting: Thursday 2 May 2019**  
**2019-20 Budget meeting at 6 pm; PAC meeting at 7 pm**

*Katia Dilkina adjourned the meeting at 8:14 pm*