St. Patrick's Parents Advisory Committee (PAC) Meeting Minutes	Date: **October 4, 2017** Time: **6:00 pm - 7:00 pm** Place: **St. Patrick's Elementary School** Location: **School Library – 2368 Trent St., Victoria BC V8R 2L3** **Phone: 250 952 6713**

Attendees		
St. Patrick's Administrators	**Parent Guests**	**Regrets:**
Deanne Paulson	Sarah L.	
Diane Chimich,	Eduardo L.	
	Maria K.	
PAC Members	Beiyan O.	Past PAC Invitees
Antje Helmuth	Jenny R.	Adia M. - Past Treasurer
Emory Haines		
Gloria Guevara		
Ruth Paul		

#	Item	Discussion / Decision
1	Opening	D. Paulson opened the meeting with a short prayer.
2	Approval of Agenda	October 2017 agenda was approved.
3	Welcome	Introduction via round table.
4	Minutes	April 2017 Minutes - none available for review
5	Appreciations	Appreciations extended to: • Past PAC Members • Christine Briscoe • Knights of Columbus for their support to the new PAC during the first months in office. **Action**: None
6	**Principal's Report:**	Administration will be focusing on two key goals during the 2017/18 school year: 1. **Theme for all Catholic Schools** • Theme is "Care for everyone in your common home", with a focus on social justice initiatives. • St. Patrick's to develop a plan for all grades, where each class will choose 2-3 initiatives to engage in. Examples: Class will connect via Skype to a remote First Nations community in BC where Filipino Nuns are active in supporting the community; connect with facilities in Victoria to contribute in various ways. **2. Physical Upgrades**

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		• To purge equipment and supplies that are dated and unused, and reallocate the space - PE office and equipment room has therefore been moved near the gym, set up an English learning class, and a sewing room. • To Investigate sound proofing options for the gym, place shock-absorbent flooring in basement area so it can be used for sports/recreational activities. • To reconfigure library and add eight new computers • To upgrade lighting to meet BC Hydro standards **3. Local School Council** • LSC is involved with policy, capital, and infrastructure planning and budget issues. • PAC to submit budget to LSC for approval. PAC is related to the LSC, and a LSC member should be an attendance at all PAC meetings. LSC is updating the Parent Handbook. **4. Chrome Book** • This is a provincial pilot project, co-sponsored by Staples, where staff and students move from paper to computers. St. Patrick's administration has concerns, as do the teachers. • It is agreed that technology can't be left out, but the school is teaching the basics (i.e. handwriting) in elementary schools. The plan for this has not been fully developed, as it is still in the pilot phase in certain schools, and the Diocese agrees that St. Patrick's will not be moving in this direction during the 2017/18 school year. • This is a line item in the current budget however it can be carried over to the next year(s). **Action**: None for PAC.
9	**Treasurer's Report:**	• Adia M presented the 2016/17 school year's closing budget. • Line by line review of the 2017/18 school year's opening budget. **Action:** Emory to send a copy of the budget to LSC chair.
10	**PAC Events:**	**Class Representative Positions:** • Completed list was shared with co-chairs in order that they may be the point of contact between PAC and the Class Reps. **Volunteers:** • All events have sufficient parent volunteers, except the Fun Fair in June. • Events distributed to PAC Exec for management. **Halloween Dance (Oct. 31**) • Antje to contact Sam B. and offer PAC's assistance, and let her know about PAC's financial contribution. **Christmas Crackers** • Antje, already working with Judson to secure paper rolls (to be

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		donated by Scott's Paper, Antje to pick-up on Oct. 27) and the crackers (Judson searching for a less expensive source within Canada). **Christmas Shopping** • Gloria, has list of volunteers, next step to secure a lead volunteer to work with. **Parent Education Night** • Ruth will receive topic/name suggestions from Diane and a parent to select from and then organize an event.
	New Business	• Everyone agreed that there is a need for clearer communication of PAC events to parents. • School website maintenance has been assigned to a teacher this year, and the PAC page can also be updated as part of this. • School Newsletter may contain a full page of PAC related news. PAC member to develop a description of events to add to the announcements, in order to explain events to new families. • Discussion about healthy food options available from the Hot Lunch program. **Action**: None
	PAC Future Meeting Dates	**PAC Future Meeting Dates to be added to school calendar** • November 8, 2017 • December 6, 2017 • January 10, 2018 • February 7, 2018 • March 7, 2018 • April 11, 2018 • May 2, 2018 • June 6, 2018
	Meeting adjourned at 7:30	

Next Meeting: November 8, 2017.