



**Agenda and Minutes
Monday February 5th, 7:30 pm**

1) Welcome - Call to order and approval of December minutes

Present at this meeting:

- John McGowan - Windsor Principal
- Graham Gilley - PAC Chair
- Jennifer Dickson - PAC Treasurer
- Lindsay Hedden - PAC Secretary
- Ralph Stringer
- Terri Thompson
- Teri-Ann Donaldson

2) Approval of Feb 5 Agenda (Moved: Jen; Seconded: Jennifer)

3) Approval of the Dec 4, 2023 Minutes (Moved: Jen; Seconded: Jennifer)

4) Treasurer's Report

WPAC balance sheets for the period January 2023-February 2024 are included as a supplement to the minutes. Parent donations sit at just over \$3000, which is a significant jump from the earlier in the school year, but is on-par with amounts donated by this time in previous school years.

Reimbursements

The purchase of gymnastics team uniforms had been previously approved. The PAC will provide a cheque from the Gaming Grant to Windsor for \$1400. Santa's breakfast expenses came in at \$1260 (under the PAC-requested amount of \$1500). Toni Lazarova is extremely happy with the new toaster and has put up a sign thanking PAC above it on the wall. Reimbursement will go to Windsor as this was put on the school card.

New Requests

The PAC has received a funding request for football uniforms. Discussion about fundraising is included under "Athletics Report" below. There are no other pending funding requests at this time. Jen raised concerns that we may have some carry-over from the gaming funds at the end of this year due to a pause in requests.

5) Committee Reports

None noted.



6) Athletics Report

The quote for Nike football uniforms is \$18,000 for 50 sets for senior, or \$32,000 for 90 sets for both the senior and junior programs. The sets include \$75 pants and \$125 jerseys. Fundraising by the teams is underway, including the beer and manure fundraisers and additional donations and sponsorships are being pursued. The PAC approved \$5000 for the senior uniforms to be paid out before the end of this school year, and \$5000 for the junior team from next fall's gaming funds.

7) Family of Schools Report

Representatives from all schools were present at the January meeting. Seymour Heights representatives reported issues with drivers bypassing Mt. Seymour Parkway via Carnation (exacerbated by the construction on the Parkway). Some schools are requiring criminal record checks for volunteers and others are not; discussion on this issue is ongoing. There have been additional discussions around the creation of a shared Facebook and Instagram pages to share events that are across schools and to avoid overlapping fundraising efforts.

8) Principal's Report

Semester/Linear System for 2024-2025

The school district is in the process of determining the system we will be using next year. The two options are Linear and Semester. This year, all schools except Carson Graham are scheduled on the semester system. Students take four classes each semester for five months and then take a different four courses for the other five months. A linear system is when students are scheduled to take all eight courses for the ten month school year on an alternating Day 1/Day 2 schedule. Staff feedback at Windsor is that the majority of staff would prefer the school be scheduled using a linear system. School administration will be seeking student feedback through the Student Council. PAC is also asked to share feedback to the Principal.

Cell Phone Restrictions

The Province of BC has announced that cell phone restrictions will be in place for September 2024. As indicated, "The Province will work with school districts to ensure all schools have policies in place by the start of the next school year to be able to restrict students' cellphone use in the classroom." At Windsor, appropriate use guidelines are already in place through our Code of Conduct. Starting this semester, several staff are already implementing additional guidelines in their classrooms including cell phone pockets for students to place their phones at the start of class. Work will be continuing at the district level to align our cell phone policies with the



requirements of the Provincial government.

Facilities Update

Facilities is continuing with the plan to replace and upgrade sections of the building exterior including windows. Companies bidding on the work have been on site to develop a proposal. The hope is that additional funding will be received this year to shorten the time it will take to complete all upgrades. This is a multi step plan.

Communication

Office staff have been working hard this year in updating the website, our forms, and processes to have clear and effective communication with parents and students. Any feedback is welcomed.

Clover Point of Sale Device

The Clover Point of Sale (POS) devices allow schools to accept in-person credit/debit card payments. These POS devices are intended for special school events where in-person payments are necessary, such as: School Performances, Tournament entry fees, Club sales, and Concession items which are sold “at the gate.”

Important: The Clover POS “in-person” payment method does not replace the current “online” payment method, in which parents use their parent SC Online account to pay their regular student course, activity or field trip fees by credit card or e-check online. This payment method does not allow tracking of who has paid.

9) Other Business

- Grade 9 fundraising committee update/planning (to be sent on February 20th)
- Public Notice board (bottom of Berkeley @ Parkway): There is a proposal for Blueridge Community Association, Blueridge, Seymour Heights and Windsor to collectively put a community board near the Blueridge sign on Mt. Seymour Parkway. There will be a meeting with PAC chairs to discuss.
- Graham sought suggestions for topics for an invited article in the Blueridge Bulletin. The PAC suggested focusing on volunteerism, community engagement and opportunities for fundraising.

Next PAC Meeting:
Monday, March 4th, 7:30pm
School Library