

Nootka PAC Meeting

April 13 2026

Introductions

Members: 8 + 1 guest via zoom

Non-members: Scott Hughes, Principal

1. Welcome to new and returning PAC members

Chair: (regrets) Mary Anderson, *Johanna Suttor-Doerksen acting as chair*

Treasurer: Angela Low

Hot Lunch Coordinator: (regrets) Sarah Smith and Phyllis Yeung

Fundraising Coordinator: Nori McMichael

Volunteer Coordinator: Johanna Suttor-Doerksen

Communications: Andrea Hooge

Secretary: (regrets) Roberta Froese, *Andrea Hooge acting as Secretary*

Spring Fair Coordinator: (regrets) Erin Kaufman

Classic Rep: OPEN -

THRIVE Rep: OPEN - Represents the interests of children in the THRIVE stream

DPAC Rep and Fine Arts Rep: Doug Gibson

Approve Minutes posted on the website from our last meeting

Deferred to next meeting

(2) School Streets - Zoom meeting with Alicia

Alicia from the city joined our meeting via zoom to discuss School Streets. She is a travel planner overseeing initiatives supporting students in walking, biking and rolling to and from school. The program started in Italy in 1980 with safety on school streets being a top concern. With the Climate Emergency, the goal is to make 2/3 of trips to Vancouver to be car-free. 13 schools have participated since VSB started in 2021 with many schools returning. Some schools run the program year-round. This spring, 6 schools are participating.

3 goals:

- improve safety for students arriving and leaving
- increase active travel
- foster community connections

Surveys, student feedback, and traffic impact studies are used to determine impact of the program. Stats were given to show improvement and approval rates. 98% of students wanted School Streets to continue.

Alicia acknowledged the laneway, and has said that there will be a road closed sign for the laneway saying "local traffic only" - the laneway will remain open for local residents. Pink signage will pop up soon so residents will know that the program is happening.

Volunteering:

2 parent volunteers are required for each shift to set up/take down equipment and to monitor barriers, assist with emergency vehicles and to interact with parents/residents. They are not trained traffic control operators. Volunteers will need to attend a 1 hour training session on May 4th from 3:00-4:00pm. A guide and video will also be available. Also, VSB requires volunteers to fill out forms. \$5 Gift cards will be given out to volunteers for each shift.

Parking and Activities:

Play Street activation on Tuesdays (ie bean bags) plus free bike tune-ups via VeloLifestyle, and the program will also be overlapping with bike to school week. We also have funding for additional PAC-led activities.

A parking map will go out before the program with a reminder prior to program onset. To reach out with any questions, concerns or comments, email schoolstreets@vancouver.ca or call 3-1-1. Parents will be invited to complete a survey in June and in fall the program will reach out to the school again

to see if it's a program we would like to return in 2027.

Community Outreach:

Scott asked Alicia to speak to the issue of safety of the students on the streets in terms of the road closure. The city as a whole has ongoing communication with VPD in regards to the program. Considered on par with a neighbourhood block party with a short duration, so it is considered low-risk. The barriers are the way we close the streets which is proportional to the size of the event. Advanced signs, a 6 meter buffer zone within the barriers, and barrier positioning are some of the ways the program provides measures to ensure safety. Scott and Alicia have also gone out to 6 of the closest houses to speak with local residents, and letters have been mailed out today (several hundred) to further inform the neighbourhood.

Parking enforcement can be requested if vehicles don't comply with parking signage. Scott will be out as much as possible to help out.

Takeaway from the meeting:

There needs to be better communication around gift cards for volunteers. We were given a \$500 budget and \$350 of that has been spent on gift cards, so most of the budget has gone towards that. It was suggested that parents might be willing to donate supplies and treats (we can put the word out). Freezie sales were also mentioned as a fundraising option.

3. Update from Scott Hughes

Rosemary has now retired and we welcome Sophia Wang in her new role as secretary. She is here until the end of the school year and then there will be a posting for a new hire.

School Fees: Proposed for 2026/2027 (PAC consultation. Review proposed fees and discuss "fee free": supplementary vs. curricular

School Fees update: Scott handed out paperwork to be returned at the end of the meeting. He discussed how fees are determined. The premise is that activities addressing a curricular assessed outcome should be free and anything else is considered supplemental (considered to be a choice). The choice not to pay results in an alternative experience. A separate conversation can be had around having fees waived should that be a need. There is a \$35 general school fee to save parents from sending in general supplies (ie pens and pencils). Supplemental fees are itemized and include agendas, workbooks, bookbags, swimming, passion projects, and fine arts materials. Scott will continue to work on the supplemental fee items as he prepares for next year.

Nori asked what happens if plans change - ie if fees have been paid but then the money doesn't get spent on what was planned or if the paid items are not used. Scott gave the example of math textbooks and why we use them. Do we really need it and are there other modalities; ethically if we charge for it then we need to be using it. Johanna brought up the agendas and how some teachers

don't use them.

District Calendar (PAC consultation); focus on one moveable date and early dismissal days (fall and spring)

Historically, schools have had 2 movable Pro-D days; next year there will be 1. There is still time to change the days as they aren't decided until later in the month. Childcare being considered and neighbourhood schools might be consulted.

Parents agreed that September 21st is too soon; Scott countered that it helps for staff to check in with each other as the school year begins.

Projected 370 student enrollment for next year. Enrollment declining since 2020. Fine Arts spots have been offered to Kindergarten and 1st Grade. Fine Arts is still to be filled. We will have 2 new kindergarten classes for next year.

Welcome to Kindergarten:

May 12th 11:15am - Scott will send out info to PAC, he welcomes us to attend.

(4) Treasurer Report

Accounts Balances

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- General account: \$20,814.85
- Gaming account: \$0
- Jumpstart savings: \$15,870.61
- PayPal: \$0
- Nootka School PAC account - \$100.00

? Income

- Interest - \$18.18

?

Expenses

●

? PAC operational costs

- \$43.60

? Bank fees

☐☐ PAC childminding



☐ Field trip fund - to Nootka School -

☐ \$2,049.58

☐ o Debit from Gaming account

☐

☐

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*NEW: Cashflow Forecast – expected expenses



☐ Hot Lunch vendor payments Apr: \$(1,046.19)



☐ Spring Fair expense (door prizes, etc.): \$(500.00) Spring Fair committee to confirm.

☐

☐

☐ Grade 7 Committee Fundraising



☐ Running balance in PAC account -

☐ \$2,221.99



☐ NOTE - We will continue to share this balance throughout the year, as funds are allocated to Gr 7

☐ fundraising and will be debited, less 5% as agreed

4. Spring Fair Update.

Erin (absent) asked that we bring up the concession stand. Phyllis and Nori have discussed and will encourage Erin to follow-up with Roberta to see if that is something she can take on and if not, we will move towards hiring food trucks. Nori suggested she could request help from parent volunteers at School Streets. Doug asked what is required in order to run the concession and Nori gave him an overview. Doug will touch base with Erin. Andrea offered to run cash should Doug decide to take it on.