

# David Cameron Elementary School Parent Advisory Council Newsletter

**“Support - Listen - Nurture - Advise”**



**May 2011**

**PRESIDENT’S PEN** - I find it very fitting that this month’s President’s Pen falls during the same time as our Federal election. David Cameron parents and guardians will have an opportunity to vote twice this month, first during the federal election and then at the DCPAC’s Annual General Meeting (AGM) on Tuesday May 17, 2011. In my role as President, I consider myself more as a diplomat rather than a politician. However, I think it is appropriate that I put on my politician’s “hat”, so to speak, because, as President, I have a responsibility to the students to raise awareness about a problem the David Cameron PAC is facing this coming May, that of the need for PAC volunteer successors.

To gain a clear understanding of the impact of several active PAC members moving on at the end of this year, I asked the DCPAC Executive and Coordinators to complete a questionnaire relating to their PAC positions. The following statistics are the result of that questionnaire. Over 2,750 volunteer hours are donated to the DCPAC yearly, by 14 individuals, to run roughly 26 DCPAC positions/events. Another 250 hours are donated by volunteers supporting these positions/events. Of those 14 individuals, 6 will be vacating their PAC positions because their children are leaving our school and heading off to middle school and some because the DCPAC’s constitutional bylaws permit an individual to hold a position for 3 consecutive years, after which they must step down. This means that the DCPAC is going to lose almost 50% of their active PAC members and with them, the knowledge of their position. These numbers demonstrate that almost 1500 volunteer’s hours will be lost. They also show that there could potentially be a significant loss of support to the DC students and school community for the 2011-2012 school year.

The DCPAC, over the past two years, has been aware of this impending loss of volunteers and the knowledge they carry for their position. In the business world, this loss of resources would have been identified years before and a succession plan, along with a knowledge transfer program, would have been created to absorb the loss and capture the knowledge for those coming into their positions. In the volunteer world only so much succession planning and knowledge transfer can occur, because the organization cannot foresee how many volunteers they will have at any given time. However, on a very small scale, the DCPAC has set in place a succession plan and knowledge transfer program to help attract and sustain the engagement of new volunteers. The PAC has created processes to help ensure that knowledge from the outgoing volunteer can be transferred to the new parent volunteer in a seamless manner, so they can easily carry out their new responsibilities with very little impact to programs and events. The PAC has also dedicated time and energy into creating opportunities for parents to be involved at the school. Both these strategies have and will help to keep the momentum of the PAC moving forward and thus supporting the students and the school community in a positive manner.

In order for the DCPAC to continue to provide the level of commitment, time, funds and activities to the David Cameron students, families, staff, and school community at the capacity it has done so during the past several years, it will require a new “generation” of parent volunteers. New volunteers are needed to fill four vacant executive positions and five vacant coordinator positions. Have a look at the positions (in this month’s newsletter) and you may find that you already have some expertise you can share and bring to the PAC and the greater school community. We have all types of tasks that need doing. Everyone wins but especially the students whom we are here to support most of all.

I recognize that volunteering for a PAC position may not appeal to everyone. This is okay, because parents can support the school community in a multitude of ways, big or small. This May 17 at the PAC’s AGM, the DC students need parents to fill the vacant positions. I encourage any parent who feels like they would like to volunteer for a PAC position to put your name forward. Please check this newsletter for a list of all the positions and their job descriptions for details. If you have any questions regarding any position or would like to nominate yourself or someone for any of these positions, please don’t hesitate to contact me at [president@dcpac.ca](mailto:president@dcpac.ca)

At this time I need to reiterate a sentiment that I feel strongly about, and mention often. That is, that the David Cameron school community is a prosperous community because of the willingness of all members of our school community to work together to provide opportunities to all - students, families, teachers, staff, and administration. Every student, parent, teacher, staff and administrator contributes to the success of our school community. Whether it is providing funds to the PAC via their fundraisers, participating in family events, donating volunteer time, or providing classroom time for events, it is the collective whole that makes a difference, not just one group of people within the community.

In the month of May parents have an opportunity to have a voice not only in how our country is governed but as well as how our school is governed.

Happy voting, Kim Campbell

*Quote of the Month: “Our hopes are high. Our faith in the people is great. Our courage is strong. And our dreams for this beautiful country will never die”. Pierre Trudeau*

## Ongoing/Year-round Fundraisers

**Cobs Bread** - We are involved in Cobs Bread's "Dough Raiser Program" at Millstream and Westshore locations. Remember to say "David Cameron" when you purchase your baked goods at either Cobs Bread location.



**Co-Op** - Our membership number is 56855. Mention our membership number, or just say "David Cameron" when buying anything from the Co-Op.

**Campbell's Soup** - Save all labels/UPCs from participating Campbell's Soup products, including Goldfish crackers and V8 juices (see <http://www.labelsforeducation.ca/english/eligible.asp> for a list of participating products).

**Island Farms** - Cut out the UPCs from all of your favourite Island Farms products and bring them to the school. We receive 3¢ from every UPC saved.



**Canadian Tire** - We save Canadian Tire money and use it to cover some of our expenses for the Fun Fair.



## Healthy Living - Healthy Families



This month, I thought I would share some information about key nutrients of which most people have a challenge getting enough in their diet on a daily basis. The top three nutrients that get discussed most often are iron, calcium, and vitamin D. These are not found in abundance in foods eaten every day, and especially if you miss out on eating foods from the four food groups, and foods that are less processed and usually in their natural state. The more processed a food is, the less nutrient rich it is and especially less so with iron, calcium, and vitamin D. You can read all about each of these nutrients' role in growth, development, and keeping us healthy . . . but . . . do you know what are good to excellent food sources for each of these nutrients?

Here is a list of iron rich foods:

<http://www.healthlinkbc.ca/healthfiles/pdf/hfile68d.pdf>

<http://www.healthlinkbc.ca/healthfiles/pdf/hfile68c.pdf>

Here is a list of calcium and vitamin D rich foods:

<http://www.healthlinkbc.ca/healthfiles/pdf/hfile68e.pdf>

Vitamin D is an interesting nutrient. Most people have heard about its role in bone health but it does a whole lot more than that. Over the past 5 years or so, it has been in the news more often. It has also now become a 'political' vitamin.

Check out this website and read all about it:

<http://www.vitamindcouncil.org/>

Healthy eating information at your fingertips,  
Swati

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### Build Community While Building Your Business

Buy a business card-size ad in our newsletter and let other families in the school know where they can turn locally when they need a service or product. The cost is \$10 per issue. Return the form, payment, and the business card to the school by **May 25** for inclusion in the June PAC Newsletter. (Your child's teacher will leave

#### David Cameron Newsletter Advertising Order Form

- Please make cheques payable to DCPAC
- Please send the following items together to the school: your business card, your cheque and your order form. (Your child's teacher will leave the package in the PAC mailbox.)
- Send an electronic copy of your business card to [secretary@dcpac.ca](mailto:secretary@dcpac.ca) if you wish

<b>Student's Name</b>	
<b>Teacher's Name</b>	
<b>Business Name, Your Name, Phone Number and Email</b>	

**Book Fair Coordinator - Job Description:** When a fair is coming up, you will receive a box from Scholastic with your posters, guidebook, etc. in it that will help you get set up. The Scholastic representative will phone you and ask you to choose the types of books that you want for the fair and will guide you through any questions you may have. Talk to the principal regarding where and when the fair will take place. In the past, it has usually been in the library. Hang all your advertising posters around the school so that students know when to start getting excited! Put in a request to PAC, to receive a \$100 float for the days you will be open. Scholastic allows you a \$60 "advertising" amount with which to have draws and award prizes: usually a \$10 book for each trivia winner and then other draws for staff and students with the remaining \$40 worth of advertising budget.



The day the fair is delivered (it comes from Vancouver) you need to be there (or have other volunteers ready) to receive it and set it all up. The guidebook will tell you everything you need to know about displays, etc. Do not open the fair to customers on this day! There is no guarantee as to what time of day the shipment will arrive and you will be quite busy setting up that day- you don't need customers trying to shop while you are setting up. Cash boxes are available in the office. You will need a calculator to add up purchases. At the end of every day of the sale, you need to fill out an end of day tally sheet for deposit.

You will need a minimum of two volunteers per shift for the days the fair is on. The two volunteers per shift ensure that at the end of each shift, there is confirmation regarding the end of day tally sheet.

At the end of the fair, you must count each day's deposit money and make sure it tallies with what is on the tally sheet. Then you must roll and count all the money taken in throughout the fair and prepare a final tally sheet for the Treasurer. Keep copies of individual day tallies so that if there is a discrepancy, you can track it down. After that, you fill out the Commission worksheet provided by Scholastic and the Treasurer sends it, along with the credit card receipts and a cheque for what we owe to Scholastic.

Award of Excellence 2006



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**David Cameron Coffee House**  
for parents & guardians of DC students)



**When:** Friday, May 13, 2011  
8:50 - 10:15 am

**Where:** Multipurpose room across from the office and down the hall.

**What:** Free coffee, tea, snack and good conversations are on the menu.

**Why:** Because we all deserve a good cup of coffee and an opportunity to meet new friends.



**Fun Fair**

Thank you from the Fundraising committee/Fun Fair organizers to everyone who volunteered their time to make this year's fun fair another great success!!

Stay tuned to the web site for total amounts raised: [www.dcpac.ca](http://www.dcpac.ca)

**Staples Canada - Recycle for Education**

David Cameron is registered for Staples' ink and toner recycling program called Recycle For Education. Every Staples store location across Canada has a recycle bin near the ink and toner cartridge area where customers, students, parents, teachers and small businesses can drop off their empty ink and toner cartridges. You don't have to label the empty cartridges or fill out any forms. Or bring them into the school and we will deliver them to Staples for you. It will benefit both the environment and our school.

**Head Lice Check Program**

Personally, I would rather have lice than fleas. Almost everyone has had or has known someone that has had a problem with fleas. Fleas annoy humans and pets. Fleas invade your home and it takes a lot of time and money to try and get rid of them.

Lice stay mainly on humans only. To get rid of lice, the public health nurse and your pharmacist will recommend that you use a lice shampoo. You can use a "wet combing method"; it is a little time consuming, but is perfectly safe for the child and care giver.

For more information, contact your pharmacist, or go to [\\*http://www.bchealthguide.org/healthfiles/index.stm](http://www.bchealthguide.org/healthfiles/index.stm)

To report head lice, contact David Cameron School at 250-478-7621

Volunteers are needed to check for head lice. Also, I will be leaving the school at the end of this school year, so the school will need a new lice checker. It is easy to do, and I am happy to teach you how. Please contact me at Valerie's Hair Studio @250-391-1998

Thank you, Valerie Wilde



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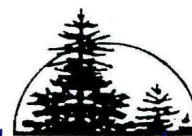
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## David Cameron Parents' Advisory Council Annual General Meeting

The Annual General Meeting is where we will elect our executive and coordinators for the 2011-2012 school year. It will be at 6:30 pm on Tuesday, May 17. Please attend if you are interested in letting your name stand for a position. Some of the parents who are currently actively involved will be leaving David Cameron this year, as their children are finishing grade 6. This, and the fact that an executive position can be held by the same person for only three years in a row, means that **we need you!!!**



Our president will be accepting nominations for all PAC positions. You may nominate yourself or another person. You can email [president@dcpac.ca](mailto:president@dcpac.ca) to state your nomination, or you can do so in person at the AGM. **You must be present at the AGM to accept a position on PAC.**

If it is your first time attending a meeting, and want to come just to get familiar with PAC, you will not be pressured to take on a position. But if you choose to do so, we will be happy to include your name on the ballot!

Please read the list of position descriptions following, and see if one of them is a position in which you would be interested.

### Executive

#### **President**

Oversee the PAC monthly meetings and serve as the spokesperson or representative for the PAC at extracurricular functions for school and school district events. Receive and deal with all requests coming to the PAC via parents, administration, teachers, community partners. Help to resolve any issues that need to be resolved. Work with PAC to create new opportunities for the students/parents and school. Work with PAC to create new opportunities for the students/parents and school. Volunteer at PAC sponsored functions.

#### **Vice President**

Serve as backup for the PAC President and review all correspondence forwarded to the PAC. Chair the monthly PAC meetings in the President's absence.

#### **Fundraising Coordinator**

Oversee all fundraising events; assist event coordinators in preparing and proposing fundraising events/projects; assist where necessary in fundraising events to ensure they run smoothly and in a manner approved by the school and the DCPAC; ensure fundraising reports are accurate and completed and revenues are passed to the Treasurer for deposit; keep a file of all fundraising reports and related information.

#### **General Account Treasurer**

Organize and prepare the upcoming school year's budget, based on year-end funds in the General PAC account at the end of the fiscal school year; attend annual budget meeting in August; maintain the General Account books during the school year, and present an updated financial statement at each of the monthly PAC meetings.

#### **Gaming Account Treasurer**

Maintain Gaming Account books during the school year; put forth applications to the B.C. Gaming Commission; prepare a budget, and prepare financial statements for the fiscal year end.

#### **Sooke Parent Education Advisory Council Representative (SPEAC)**

Attend the monthly SPEAC meeting, usually held at the School Board Office, and report back to the PAC with any information gathered there. Often SPEAC, as a whole, has requests for help from its fellow PACs regarding educational issues for the School District. This is an excellent position to see how your school district is working for our students' education.

#### **Secretary**

Record minutes for each PAC meeting, and type them up to be kept as a record in the PAC files. The secretary may help with other correspondence as requested by the PAC; maintain the current contact information for those involved in PAC.

## Coordinators

### **Safe Arrival Coordinator**

Schedule volunteers to phone parents to check on student absentees every morning. Having an active "Early Warning" system in place ensures that all student absentees are effectively monitored.

### **Hot Lunch/Foodfest Coordinator**

Plan and serve a meal once a month. This position relies heavily on parent volunteers to complete the lunch orders for 300+ students, and then to fill each classroom's order correctly on the Hot Lunch Day.

### **Earthquake & Emergency Preparedness Representative**

Work with the school administration to ensure the school has adequate supplies in the Earthquake/Emergency kits to assist the staff/students in case of an emergency.

### **Social Convener**

Organize PAC sponsored school events, such as Halloween pumpkin carving, the Christmas Santa visit and the annual Staff/Parent Appreciation lunch.

### **Newsletter Editor**

Gather and edit any information that should be part of the DCPAC monthly newsletter, including dates and information for the calendar of events. Prepare the newsletter using desktop publishing. Distribute the newsletter by e-mail and (some) hardcopies. It is important to attend the monthly PAC meetings.

### **Webmaster**

Gathering and edit any information that should be part of the DCPAC website; work with the Newsletter Editor to keep the calendar of events up-to-date, post monthly newsletters and add information as required.

The following positions are not officially elected positions according to our current constitution, but important just the same!

### **Lice check coordinator**

Coordinate and train volunteers to check for head lice when needed. (See article on page 4.)

### **Fruit and Vegetable coordinator**

Apply to the government each spring for our school's inclusion in the Fruit and Vegetable program for the next school year. Receive the shipment of fruit and vegetables and coordinate distribution to the classrooms. Must have Foodsafe training.

### **Book Fair Coordinator**

Organize the Scholastic book fair twice a year. (See detailed description on page 3.)

(Please note there was an error in April's newsletter regarding the date of the AGM. The correct date is Tuesday, May 17.)

*"Nobody made a greater mistake than he who did nothing because he could only do a little." - Edmund Burke*

*"Act as if what you do makes a difference. It does" - William James*

*"Nobody can do everything, but everyone can do something" Author Unknown*



# May 2011



Safe Arrival 478-4363

DCPAC Website: [www.dcpac.ca](http://www.dcpac.ca)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Music Monday 	3 Pick up Hanging Baskets 	4	5	6	7
8	9	10	11 Lifetouch Family Photographs 4 - 9 pm 	12	13 Coffee house 8:50 - 10:15am	14
15	16 Intermediate Track Meet 	17 PAC Annual General Meeting-6:30 pm  <i>Regular meeting after AGM</i>	18	19 <i>Raptor Report</i> 	20	21
22	23 Victoria Day - no school 	24	25	26	27 Food fest - Hotdogs 	28
29	30	31				



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