**General Meeting**

**Thursday, 25 June 2020**

**Attendees:** Damien C, Michele T, Michelle L, Frank C, Taryn B, Jasmine, Vicky N, Arissa, Sherry K, James K, Alma L, Debbie P, Jocelyn S, Azadeh, Corrine, Kristina H, Leila, Mark B, Kristina S , Carol-Ann (20)

1. **Call to Order**

Meeting called to order by Damien at 4:06 pm. Currently we have 18 parents logged onto the meeting, in total 20 parents logged on during the meeting.

1. **Approval of 28 February 2020 Minutes**

All PAC Meeting Minutes and agendas are available on the Ecole Cedardale website under “Parent Home”. There were not questions regarding the Minutes.

Vicky moved the motion to approve the February Minutes. Michele T seconded the motion. None opposed, Taryn abstained as she had not read them, all in favour.

The PAC has accepted/rejected the Minutes of the February meeting.

1. **Adoption of Agenda**

The agenda for today’s meeting is:

* 1. Principal Update (Presented by: Michelle)
	2. Treasurer’s Update (Presented by: Alma)
	3. PAC Update
		1. Annual report (Presented by: Damien)
	4. Discussion what can be done to better support the PAC Community? (Presented by Damien)
	5. Volunteer Call-Out (Damien)
	6. Adjournment (Damien)

**Agenda 1: Principal Update**

Kennedy received a couple of hundred survey results. Shared some of the results with administrators for plan for the fall.

1. Greater need for synchronous learning whether in person or in class
	1. 50% capacity return anticipation
	2. Ask government for guidance
	3. Do not want voluntary
		1. Causes worry with curriculum, role of learners
	4. Move to non-voluntary
		1. Will give teachers and parents predicatibility and structure
	5. Difficult to create structure with a non-structured environment
	6. Huge uptake for Summer school, but a lot have dropped out
2. Kids that have come in-school are enjoying – the engagements, connection with teachers and friends
	1. 60% capacity during the last school week
3. Will not know until August what the direction with be from Ministry
4. Teachers are exhausted, but excited
	1. Interested to know what fall will look like
	2. Teachers are not getting direction from District
	3. Not much planning, only for the weekends
	4. Looking to provide stability for teachers and parents
5. Maximize specialist teachers
6. Cautiously optimistic
7. Scheduled handwashing
	1. Quarantining testing of Covid
8. Staffing changes for fall
9. Early return for teachers for school
	1. High percentage to have 2 professional days during summer
	2. Pro D days are set provincially (by Ministry)
		1. Ability to set when the days happen, they need to happen between a certain period.
10. Acknowledge work by parents
	1. Overseeing and teaching your child and being more involved
	2. How can we continue leverage the gifts that have the parents and skill sets that we are currently not leveraging
		1. How can parents contribute their expertise and leverage their expertise to support our learners
11. Retirements
	1. Alex and Beth will be retiring.
		1. Beth one of the founding members
		2. Both retiring in early fall
12. Questions?
	1. MB – teachers get engaged by Principal or by whom? It depends on the contract.
		1. Most teachers have a continued contract based on positive evaluation (from District)
		2. Continuning contract staff/teachers
		3. Differs from district to district
		4. Majority of staff are continuing
			1. Union members
		5. Others employed on year contracts
		6. Some staff are assigned District or School
		7. ½ vacancy currently
		8. 1 posting
	2. TB – shout out to parents and teachers
		1. Academic quality was outstanding.
		2. One of the teachers commented that she got through more curriculum than expected

**Agenda 2: Treasurer’s Update – Presented by Alma**

Full fundraiser which didn’t happen as a result of Covid

$68k revenue

$57k Fun Lunch revenue

$34k refunded for Fun Lunch that wasn’t used.

Gaming Grant $5.7k

Bingo/Card Project/Chocolate: $5.249k

Expenses:

$8,600

We paid for expenses ahead of time like the school garden. We had a gaming grant that we had to expend or else we would have to return to organization. Therefore, we paid expense earlier for following year.

Quebec Trip - $5k

$42k from Fun Lunch expenses.

Outdoor classroom expenses - $3.8k

$104k in Cash in accounts

A lot of $ is raised from previous years.

Application for gaming grant. June/August application – hope to get another $5k for next year.

Fun Lunch refunds have mostly been returned. Some back issues, but other things ran smoothly.

***ML:***

Parent wants to make a donation for an outdoor classroom to start it… $20k. If we paired down our budget and thoughtful, if no extra expenses, what could we reduce the operating budget so we can revisit and see what we can do the money.

$200 has been donated for PAC for next fall.

**AL:** Fundraisers are going to be difficult next year.

**DC:** AGM pursue the outdoor classroom, a cheque drive. There may be interest to just write the cheques to get it done.

**ML:** Quebec trip may be cancelled or change to a different time of year. A lot of scenarios right now to keep the kids safe.

**DC:** Any questions/concerns?

**J:** Is there a way to amend Bylaws so we can vote for things like voting in the outdoor classroom.

**ML:** We cannot do the GM in person so we will need to amend. Have been working with Mark B on how to amend.

There were no questions related to the Treasure’s report. Vicky moved the motion to approve the Treasurer’s Report. Seconded by Sherry. None opposed. All in favour.

**Agenda 3: PAC Update/Annual Report**

**DC:** Would like to thank everyone PAC and ExecPAC. A lot of people that support the intitiatives. Thank you for all that are working.

Given the unusual circumstances of this school year, the PAC has been unable to execute many of the goals they set out for this year which included projects such as the:

* Outdoor Classroom, were set to vote after looking at some options. With change in situation, that has been postponed because of uncertainty of budget, and fundraising.
	+ We did have a rainy-day fund. Prudent to pause, and would like to get it kickstarted.
	+ **TB:** How long does the budget take to implement it? Takes a few months, have not submitted permits.
		- **ML:** best person to ask is Arman, but everything stalled in March. A few months is what we are looking at for permits, we have plans and site has been surveyed and vendors
* Cultural Events - Diwali
* Fun Fair, Annual Fundraiser
* Improved Traffic and Safety
* Acquiring an Artist in Residence
* Support of Sports Day
* Increasing the number of Fun Lunch days

We have been able to do the following:

* Movie Night
* Bingo Night
* Diwali Celebration
* Continuation to support the Grade 7 Quebec Trip
* Continuation to support the School Garden Programme
* Staff appreciation of a handmade silver pendant purchased from a local business in Deep Cove with the words “Notice Engage Wonder” which was an extension of last year’s PAC initiative from our talk by Dr. Scott during the Pixar Fundraiser.
* Communications by Debbie
	+ Engagements with parents

What we are doing now is working with the Principal to understand what areas need to be better supported by PAC with respect to parent involvement, parent expertise, and areas requiring financial support, such as outdoor classroom.

In anticipation that school may or may not be in-class during the next school year, we are looking at ways to evolve our outreach for parent engagement.

The goals for the next school year include:

* Supporting and increasing school culture and pride
* Encouragement of parents to become more involved, tapping into the professional base of our parent group
	+ We are fortunate to have a diversity of well-educated parents that can share their professions with our students
	+ We would like to create more educational opportunities for the students
* Evolving opportunities for community building that is online – have parent engagements that are virtual-ready.
* Increasing number of volunteers

**J:** Would PAC consider to rent/purchase to help support or tents/temporary structures for Fall like gazebos?

 **ML:** Some tents have been donated. School has one tent. It is a consideration.

 **DC:** We can think about this and see if the school has an ask for this for the fall budget and vote.

**Agenda 4: Discussion on what can be done to better support the PAC Community**

**DC:** Now I would like allow an opportunity to speak about solutions that could be done better to support our PAC community.

Solutions to better support our PAC Community that PAC could be doing or the ExecPAC to support the general PAC community.

**AL:** The revisions of the Bylaws that we are prepared to vote and to continue things that can be done in-person virtually.

**L:** Programmes that you would like see supported more like Je Lis or IXL english.

**Agenda 5: Volunteer Call-Out**

Call out for volunteers for ExecPAC team. There are many opportunities to help and support our school. These opportunities include your time in areas such as:

1. ***Traffic and Safety*** – volunteer would assist that children are dropped off and picked up safely at the school, work with the District on various initiatives to ensure that children arrive safely to school whether they be walking or biking to school
2. ***Class-Room Parent*** – parents would work together with teacher in assisting with whatever initiatives assigned by the teacher, as well as working with the PAC to ensure that all parents in the class are aware of various initiatives and opportunities
3. ***Parent-Expert Presenter*** – parents to talk with school students about their area of expertise that is relevant to various units of inquiry, as well as …
	1. Ex. Running a book club
	2. Remote baking classes
	3. Thinking out of the box
		1. Teaching origami or an interest
	4. How to engage our children with parents someone that might fit better with other children
4. ***Fun Lunch*** – parents to be involved with getting out lunches to children, or working with various vendors.
	1. Suggestion to re-start Fun Lunch in January.
	2. Skill set with Covid protocol
	3. Food Safe or Hygiene certification person is required
		1. 2 to 3h of online and paid for by PAC - $115 to take course and 8 hours in length.
5. ***Welcome Back Events*** if done in-person – help with procuring items for the welcome back tea and setting up.
	1. ***Welcome Back Tea General School;***
	2. ***Welcome New Families;***
	3. ***Welcome Kindergarten Families;***
6. ***Attendance*** - Call families in the morning when students are absent and school is not informed.

**TB:** Scholastic fundraiser during Summer. Will offer to help with that fundraiser.

**ML:** Wanted to take time to thank ExecPAC for time and dedication.

**Motion to Adjourn**

Motion to adjourn the meeting made by Alma, seconded by Jasmine, all approved non opposed.

Meeting adjourned at 5:07 pm.