

MEETING MINUTES

Whiteside Parent Advisory Council (PAC)

Date: November 18, 2020

Location: via ZOOM

Time: 6:30 pm

Attendees: Diana Redman-Robbins (Co-Chair), Jaylene Sandhar (Treasurer), Erin Mah (Secretary), CC Chang, Sandeep Bhullar (Fundraising Co-ordinator), Brenda Geib, Puneet Jain, Johnny Ahmed, Brandi Snow, Stacey Wong

Regrets: Priya Chawla (Co-Chair)

1. **Welcome**— Diana

2. **Introductions** -Diana

3. **Review and approval of October Minutes**—Diana

- **Motion:** To approve the October minutes

Moved: Diana, seconded: CC. **Motion carried.**

4. **School Administrators' Report**— Rachael Corneil, Principal, Sarah Grant, Vice-Principal

Ms Corneil:

- We are in the next phase of bringing transitional students back into the school. Only 15 students returned this time. If there are students that the school feels really need to be back at school they are contacting those parents to see if the students can come back and if not they are looking to see what additional support they can provide. As the school is a French immersion school, the longer kids are out school the less they will be able to comprehend and speak so the school needs to put some extra layers into place for those transitional learners.
- The Communicating Student Learning meeting was last week. 12 classes are participating right now that are communicating all reports over portfolio. In the past we had the whole school on portfolios however this is not the year to push to have 100% participation. Every teacher has to have a portfolio anyway for transitional learners.

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- We had our Spirit week and Halloween a couple of weeks ago. Rachael thanked PAC members who put together the candy bags for students. They were very appreciated by the students, including the transitional learners.
- We had our first “Zoom-blies” (Zoom Assemblies) at Halloween, by Ms Corneil and Ms Grant and for Remembrance Day by Ms Valentino’s class. The class put together all the videos for the assembly and their hard work was appreciated.
- We are working hard right now to come up with ideas to increase morale. The students seem to be very happy right now and are happy to be back. They want to be at school and are glad to see their friends, however we want to keep morale high. We are looking for ideas to bring everyone together but it has to be virtually.
- Tomorrow is Leadership Camp. Students will stay in their classes but teachers will wear PPE and rotate between rooms. The three groups of students will be given different learning plans and a pizza lunch. The whole idea is that we still want to keep leadership going in our school. The Grade 6 and 7 Students need to show that they have something to offer to the community, especially in this climate.

Ms Grant (Health and Safety):

- With the numbers rising we had less students come back than we hoped. When the new orders came out from the Province on November 6th the District reached out to the Health office to get more clarity and details about what it means and whether the protocols that we have in place are still enough. They confirmed that what we are doing is what we need to be doing and the Province is happy with how it’s going in schools. They said a lot of what is happening in school is a result of social gatherings in the community and being brought into schools.
- We had a meeting and staff was asked to review the protocols and keep in mind the physical distancing. We’ve put in place occupancy limits on rooms, in particular the rooms share by adults (office, library, staff room etc). Things are going well. Custodians are doing a really good job keeping up with it all.
- Question (Erin): Has there been any discussion about extending Winter Break this year?
Rachael: It’s not being talked about at the District and it’s not being put on the table by the health authority. The had a District meeting today and there was no discussion about that.

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5. PAC Executive Updates:

Co Chair (Diana):

- Class Parent updates were all sent out November 1st and they all seem to have been sent on. If anyone has not received an update, please email the PAC and we can add you to our list.
- We discussed last meeting the purchasing of a dark grey cotton Whiteside t-shirt for each teacher using the Spirit Fund. We can get them for \$5 each through our company.
- **Motion:** To approve the purchase, up to \$300 of Whiteside t-shirts for Whiteside staff.
Moved: Diana, Seconded: Puneet; **Motion carried.**
- Assume we will be using Zoom for meetings in the future. Diana has pre-booked our meetings with the Richmond District Parents Association (RDPA) using their Zoom account. There are no restrictions on the accounts.
- Priya put together a “Guess the number of candies” Halloween Contest on Social Media. The winner was in Division 17. The prize was provided to the student by Diana and Priya.

Secretary (Erin): No updates.

6. Executive and Treasurer Reports - Jaylene, Treasurer

- We collected \$2600 in OPT Out Donations in September and October.
- We sold 105 Whiteside Masks of the 245 we ordered.
- We provided the school with the funding for the Hardship account as well as Classroom resource funds for each division.
- The general account has a balance of \$15,959.31 at the end of October. At the October meeting we discussed using some of the extra funds for an outdoor classroom. Jaylene provided a forecast and noted that we can spend up to \$2500 towards an outdoor classroom and still have \$12,000 in the budget for next year to cover our expenses.
- The gaming account received approximately \$7900 this year from the Gaming Grant which is about \$3900 more than we budgeted for. Jaylene provided a forecast noting that in the event that we don't receive any money from the Gaming Grant next year we would still be

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able to cover our fixed expenses and have \$1700 remaining in the account. This would give us \$1000 for emergency costs and \$700 extra to spend this year. Jaylene recommends that we do not spend it this year in case something comes up next year that we need to spend money on.

- We are currently running all our Winter Fundraisers and if we earn more than expected we will have extra money to spend in the spring.

7. **Fundraising** - CC / Sandeep, Fundraising Coordinator

- Fundraising is starting slow this year, likely because of COVID and OPT Out Donations. We have so far had about \$380 in Purdy's; 27 orders for Wolf Wear and 1 order for Gift Cards. Hopefully by the end of the week we'll have more orders.
- Mme Robie and Mme Dennill (organizers of the Holiday Wish Program) reached out asking if we can put a box on the table to collect donations for the Holiday Wish program when we distribute our fundraising orders. Ms Grant and Ms Corneil will provide us with a box.
- Sandeep asked Rachael if we have decided on a new logo for Wolf Wear. Rachael has been working on with the company and have two potential new versions. They will be running them by the Grade 6 and 7 Classes at the Leadership Camp and asking them to pick from the two. They hope this will drum up some new interest in Sprit Wear. They will send us a copy of it as soon as the have decided on it.
- We will be looking to run a Wolf Wear order in January for Pink Shirt day. We'll discuss in January.
- We have been offered a chance to run the Babysitting and Stay Safe courses online. The company said that spaces are filling up fast for weekends and Pro-D days and we can book anytime. The course charges \$43 per student and it's up to the PAC to increase that for profit, most schools charge \$60 to \$65 per student. There is no minimum because it is all online. The Babysitting course is 6 hours and for ages 11 to 13. The Stay Safe is four hours and for ages 9 - 13.

8. **Hot lunch** - Diana, Hot lunch Coordinator

- Diana will gather the cost of replacing the Hot Lunch program supplies and propose it at the next meeting.

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9. **RDPA** - Diana, RDPA Rep

- The RDPA advised that we are in one of the Top 3 School Districts in the Province with transitional learning.
- PAC 101 Treasurer course will be on Zoom and are considering doing a Co-Chair one. If anyone is interested they need to contact the RDPA to sign up.
- Food Safe: They can have one if there is enough interest over Zoom. Also some from the PAC can attend one and the RDPA will reimburse them. If anyone is interested email the PAC.

10. **Other:**

- Outdoor Classroom funds (Erin): We have the money in the budget to provide some extra money for the outdoor classroom.
- **Motion:** To allocate \$2000 to the school for the outdoor classroom
Moved: Erin, Seconded: Diana; **Motion carried.**
- Holiday Wish program (Sandeep): What happens if the Holiday Wish program doesn't have all the spaces filled? Can PAC donate money to that? Ms Corneil noted that the hardship account isn't being used for the usual things this year like the Grade 6 Camp or field trips so there is extra funds there to support families. They have allocated extra money from that account for the Holiday Wish. There are more families than usual this year using the Wish Program and that are in need. There used to be a group that was donating food baskets that can't do that this year so Ms Corneil suggested that if PAC members or Whiteside families are interested in donating this year that would be a good way to help families in need. Families are also welcome to donate money directly to the program which will be used to complete purchases of holiday wish gifts. Ms Corneil would also like to collect food for donations for families to fill the hole left by the food program.

<p><u>Next PAC Meeting:</u> January 20th, 2021</p>
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