



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information <b>**Remote Meeting via Teleconference &amp; GoToMeeting screen share**</b>		
<b>Date:</b> Thursday, April 2, 2020		<b>Time:</b> 7:00 – 8:25 pm
<b>Chair:</b> Tracy Aiken		<b>Recorder:</b> Christine Hardt
Attendance (12)		
Tracy Aiken , Chair	June Metz, Treasurer	Christine Hardt, Secretary
Olwen Cowan, Principal	Tara Robens	Scott Davis
Lorna Richards	Jacquie Reid	Courtney Facchin
Ursula Dragowska	Linda Shute	Hilary Prince
<b>Regrets:</b> Tamara Hedden, Sue Girard (School Board Trustee)		
Housekeeping		Action Items
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: School uniforms, hot lunch, Zoom, executive meeting		
4. Minutes from last PAC meetings: Revisions: none Motion to Approve: Scott Davis, Seconded by: Tara Robens		
<b>5. Outstanding Action Items:</b> <ul style="list-style-type: none"> <li>• Tracy to post Healthy School handouts on PAC website. – <b>In Progress</b>, posted on Facebook, website is pending.</li> <li>• Decision re prizes for book bingo – <b>Pending</b> decision re how to run book bingo while kids aren't going to school</li> <li>• Eliina to get the final 50/50 numbers from lantern festival and provide to June – <b>Pending</b></li> <li>• Tracy to contact Patrick Bocking for information regarding remote voting. – <b>Pending</b></li> <li>• Submit request for a covered natural structure and covered play area to SD46 – <b>Pending</b></li> <li>• Tara to research school uniform costs and ordering information - <b>Pending</b></li> </ul>		
6. Regular Reports		Action Items
<b>6.1 Chair's Report: Tracy Aiken</b> <ul style="list-style-type: none"> <li>• Thank you to everyone for attending our first 'remote' PAC meeting as we adapt to school closures and home schooling due to the Covid-19 pandemic</li> <li>• The learning session with Dr. MacNamara previously scheduled for May 11<sup>th</sup> will most likely be cancelled. An update will be provided at our May meeting.</li> </ul>		
<b>6.2 Treasurer's Report: June Metz</b> <ul style="list-style-type: none"> <li>• The PAC account balance is currently \$22,129.63</li> <li>• Have been unable to get the balance of the gaming account due to ongoing issues with transferring online banking to new treasurer.</li> <li>• Went through all revenue and expenses to date and have been working on updating budgets, Christine is assisting. Will have a report for the next meeting.</li> </ul>		
<b>6.3 School Trustee Report:</b> <ul style="list-style-type: none"> <li>• Sue absent tonight, Tracy provided Sue's update (see attachment)</li> </ul>		
<b>6.4 DPAC Report: Scott Davis</b> <ul style="list-style-type: none"> <li>• No report as there was no meeting in March.</li> <li>• Scott will bring up the topic of remote voting at the next meeting</li> </ul>		

<p><b>6.5 Principal's Report: Olwen Cowan</b></p> <ul style="list-style-type: none"> <li>• Cedar Grove is currently closed due Covid-19 will be operating very differently.</li> <li>• Staff are stressed and anxious just like all parents; this is uncharted water. They are looking forward to maintaining all of the great work they've been doing, but are hoping to work together with families to come up with good systems to support you.</li> <li>• Teachers will be contacting families next week about academic activities you can do next week before the more formal plans begin April 15<sup>th</sup>. It will look different for every family and every teacher, as teachers are empowered to make their own choices. As a staff they are hoping to be quite unified in the way that they approach this new term: <ul style="list-style-type: none"> <li>○ Will be offering lots of things online, but will also try to limit screen time.</li> <li>○ Look at screen time as a way to connect with the kids, i.e. Zoom for community circles or story time.</li> <li>○ Do not want families to feel pressured to be on the computer every day.</li> <li>○ A lot of families are facing hardships during this time, so they are trying to assist with basic needs first before consider the academic needs.</li> <li>○ Communication is the number one goal. Olwen will send an email every Friday and there will be direct communication with the teachers <ul style="list-style-type: none"> <li>▪ Will get phone calls from Olwen and the student support teacher</li> <li>▪ Looking to use Facebook for morning announcements including morning songs, birthday messages, interesting links for parents and fun positive things.</li> </ul> </li> </ul> </li> <li>• The new stove was received for the staff room; teachers were in this week and saw it, they were very happy and grateful.</li> <li>• What is the program starting April 15th? The Ministry of education put out a document on March 27<sup>th</sup> which gave school districts about 2 weeks to plan the continuation of learning. On the Sunshine Coast they have looked at it as grace time to figure out what families need, before they jump into formal learning. April 15<sup>th</sup> is the date when they will move toward more formal learning plans. <ul style="list-style-type: none"> <li>○ Some districts have started schooling right away, but staff were on vacation over spring break and needed time to prep. Our district felt that they needed time with family and should not start working on learning plans until they returned to work.</li> </ul> </li> <li>• Will there be report cards? We do not expect that parents will be taking on the role of teaching a new concept. Can commit to maintaining literacy and numeracy, as well as social connectedness to our students. There are questions still regarding assessments and report cards, but the MOE document talks about keeping work up to date. Teachers are empowered and can make the right call based on their judgement. Additionally, there is also flexibility as staff can make the decision re what the report cards should look like.</li> <li>• Will we make up the missed time? School is 13 years long, if we miss the next 3 months of school there will be a slide similar to the summer slide but our current focus is on helping kids to feel connected. This is a pandemic and this has never happened before, so we don't know what it will look like yet. Staff have discussed that as students some went through teacher strikes for 3-5 months, and time was not made up. If you look at the span of school being 13 years long, they will make up what they miss now.</li> <li>• As we rush to find normal we need to figure out what we are rushing to</li> <li>• Thank you to all the parents for their support</li> </ul>	
<p><b>7 Old Business</b></p>	<p><b>Action Items</b></p>
<p><b>7.1 Raffle:</b> (Tracy/Christine)</p> <ul style="list-style-type: none"> <li>• We still need to hold the raffle as tickets have been sold. We do not have the option of calling in all tickets now and completing the draw early, as we have to meet the terms of</li> </ul>	

<p>the gaming license. We will put out a call for all sold tickets, and then assess where we are at. Some families may still choose to sell tickets remotely to friends and family, and collect money via eTransfer.</p>	
<p><b>8.2 Remote Voting:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>Have not followed up with Patrick Bocking yet, as felt that he is likely very busy dealing with the current pandemic. Olwen volunteered to ask Patrick when she next speaks with him. It was suggested that we can conduct remote voting if it is agreed to in a meeting and noted in the minutes. The updating of the constitution can be tabled to the fall when school is hopefully back in session.</li> </ul>	
<p><b>8.3 Book Bingo – Cancel?:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>All present felt that we should continue with Book Bingo, but we will need to find a way to do it remotely. Suggested prices include school gear; we’d like to celebrate the students.</li> </ul>	<p>Tracy to follow-up with Jacquie Reid to discuss options for a remote version of Book Bingo</p>
<p><b>7.4 Budget Surplus:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>A few meetings ago it was reported that the school district has surplus funds available and they are looking for ideas on how to spend it. We discussed submitting the idea of a covered natural structure and a covered play area. Any other ideas should be submitted to June Metz within the next week. She will then submit the ideas to the school district.</li> </ul>	<p>June to submit spending ideas to SD46.</p>
<p><b>9. New Business</b></p>	
<p><b>9.1 Hanging Basket/Spring Flowers Fundraiser – Cancel or Continue?:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>We were planning to sell hanging baskets and spring plants for Mother’s Day, but are not sure how well this will work. Discussed that it will be more difficult to distribute the plants and maintain social distance, plus it was felt that we should not encourage people to be going to the school while it is closed. Decision made to cancel the hanging basket fundraiser.</li> </ul>	
<p><b>9.2 Family BBQ- Cancel?:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>The Family BBQ was scheduled to occur in May or June. Discussed options and decision was made to table this to the May meeting. At that point we will hopefully have a better idea as to whether school will open in June.</li> </ul>	<p>Table decision re Family BBQ cancellation to the May meeting.</p>
<p><b>9.3 Easter Purdy’s Orders:</b> (Tracy)</p> <ul style="list-style-type: none"> <li>Discussed the Easter fundraiser and noted that even if school was open, there is not a lot of time left to submit orders. Decision made to cancel the Purdy’s Easter fundraiser.</li> </ul>	<p>Tracy to advise Melissa of cancellation.</p>
<p><b>9.4 Additions to Agenda:</b></p> <ul style="list-style-type: none"> <li><b>School Uniforms:</b> Tara was going to research costs and what needs to be ordered. As she had to leave tonight’s meeting early she could not provide an update. Decision was made that we should plan to order the uniforms for the fall</li> <li><b>Hot Lunch:</b> All meals and milk ordered for March 30 to April 3 have been cancelled and refunded. An email will be sent out regarding account credits. We will not be processing refunds and carry overs until June.</li> <li><b>Zoom:</b> Olwen will check if the PAC can get an account through the school board. If not, agreed that Tracy can purchase for the PAC if it is deemed necessary. The cost is under \$200 so does not require a vote.</li> <li><b>Executive Meeting:</b> An executive meeting will be scheduled to review PAC finances.</li> </ul>	<p>Table school uniform order to the fall.</p>
<p><b>9.3 Spending Decisions:</b></p> <ul style="list-style-type: none"> <li>Many Cedar Grove families are out of work and struggling during this difficult time. They are requiring assistance with groceries, rent, and school supplies for their homes. <ul style="list-style-type: none"> <li><b>Motion:</b> Linda motioned to give the school \$2000 to purchase IGA gift cards to assist Cedar Grove families in need, at Olwen’s discretion. Seconded by Tracy. Motion was approved</li> </ul> </li> </ul>	<p><b>Motions Passed:</b> Purchase \$2000 of IGA gift cards to be distributed by Olwen</p>
<p>Meeting Adjourned at: 9:10pm</p>	<p>Next Meeting: April 3, 2019 at 7pm</p>

**Attachments:**

1. Sue Girard, School Trustee Report

**Cedar Grove PAC Meeting - April 1<sup>st</sup>, 2020**  
**Sue Girard - Trustee SD 46**

As for myself, I am on Day 23 of my self-isolation. I am immune-compromised and so am staying at home for now. Thankfully I can do a lot from my home office and as a School District Board, we are meeting via ZOOM right now to stay connected!  
I miss my family and kids/Grandkids but we chat often!

Right now we as a Board are trying to stick to the basics and be there by offering support for our Senior staff as they navigate this new and unprecedented time in our history.

Our Meetings have been able to continue on schedule all but revised via ZOOM video gatherings which are also offered on our YouTube Channel so everyone can observe and drop-in or see what we are up to.

Our first Committee of the Whole and Operations Committee meetings in this new environ were aired the other day and just to highlight some points of the direction we are moving in our attempt as a School District to offer some semblance of normalcy in an otherwise chaotic time as we navigate these new waters.

Our kids may not fully understand a lot of the reasoning of this isolation and distancing period and I am sure that Spring Break was a very challenging time for many if not all of you.

Thankfully this virus is not currently affecting our children! I am most grateful for that!

We, as a Board and Staff, have been discussing and directed to focus on our Four Priorities which I will list here:

1. Maintaining a healthy and safe environment for all students.
2. Providing services to support children of Essential Workers.
3. Supporting vulnerable students who may need special
4. Providing continuous Educational Opportunities for all Students.

Our Superintendent Patrick Bocking made an amazing Analogy in Metaphor as to where we sit right now in our attempt to maintain a positive and continuously supportive role in our children's well-being and Education while we weather this current Storm.

To encapsulate it here is an excerpt:

*We have been sailing along for many years doing excellent work to support our students, their families and our community. The wind has mostly been at our back, and our students have never been more successful in their learning. We enjoy a culture of care and support that nourishes us and enriches our time together. Sadly, a fog has descended upon our journey forward in the form of the COVID-19 pandemic. We all have a level of anxiety with this and it is perfectly okay to not be okay with being in the fog. None of us want this and it's not fun. However, we are in this together, and there is great comfort in that. All good sailors know that when a boat enters a fog bank, the very first thing to do is to drop the sails to arrest all forward movement. Potential dangers may be around us that we can't yet see. We have done this. We are stopped. As crew, we sit here in the calm, checking in with each other to make sure that everyone is okay. Some of us will need supports to be okay in the fog and we'll make sure that everyone*

*feels that they are not alone. We are a team, a great crew. Our next step is to check in with our passengers, our students and their families. We need to make sure that they are well and that they are set up to move forward with the first priority being their mental health. Is everyone okay, passengers and crew? Okay. Now to plan for slow movement forward. Safe. Careful. We will raise one small sail and move forward slowly together in the fog. We will communicate any challenges and support each other in difficulties.*

Please visit School District #46 Webpage <https://sd46.bc.ca> for the full article and for the most current and up to date information about Covid-19, and the EduCoaster which has all of these messages from the School District and also any other up to date information that may pertain to our School District.

In Operations, it is basically business as usual as our Secretary-Treasurer Nicholas Weswick ensures that all the I's are dotted and the T's are crossed. And the books are maintained and balanced.

Many projects, of course, are on hold and we manoeuvre this current situation and keep things rolling along as best we can under the circumstances.

Our children's Education and well-being are our top priority at this time. I reflect on my reasons for running as School Trustee and it said it on my campaign signs --- *#forthechildren*. I am not a politician, I am an Educator and former SETA and childcare Worker. That is where my passion and heart LIES, so I am there in Spirit with you all. And that is my and our top priority at this time, while supporting our Teachers and Staff to the very best of our ability through this difficult time.

We are grateful that the Ministry of Education and the BCTA are close to ratifying the Teacher's contracts and it is so wonderful to see everyone working together to realize this!

My Best to you All, WE ARE ALL IN THIS TOGETHER!

SUE GIRARD --- TRUSTEE - SCHOOL DISTRICT #46  
APRIL 1<sup>ST</sup>, 2020