



Cedar Grove Elementary PAC Meeting Minutes

Meeting Information **Remote Meeting via ZOOM**		
Date: Thursday, May 7, 2020	Time: 7:00 – 8:30 pm	
Chair: Tracy Aiken	Recorder: Christine Hardt	
Attendance (12)		
Tracy Aiken , Chair	Christine Hardt, Secretary	Sue Girard, School Board Trustee
Olwen Cowan, Principal	Eliina Friesen	Scott Davis
Nick Weber	Ursula Dragowska	Tara Robens
Linda Shute	Rob Michael	Tamara Hedden
Regrets: June Metz, Treasurer		
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: School uniforms		
4. Minutes from last PAC meetings: Revisions: Remove note re ‘motion passed for stove’ that was from the March meeting Motion to Approve: Nick Weber, Seconded by: Tracy Aiken		
5. Outstanding Action Items: <ul style="list-style-type: none"> Tracy to post Healthy School handouts on PAC website. – In Progress, posted on Facebook, website is pending. Decision re prizes for book bingo – Completed Eliina to get the final 50/50 numbers from lantern festival and provide to June – Pending Tracy to contact Patrick Bocking for information regarding remote voting. – Pending Submit request for a covered natural structure and covered play area to SD46 – Pending Tara to research school uniform costs and ordering information - Pending 		
6. Regular Reports	Action Items	
6.1 Chair’s Report: Tracy Aiken <ul style="list-style-type: none"> Thank you to everyone for attending our Zoom meeting Reminder that our annual AGM with voting for a new executive will occur at the June meeting. If anyone is interested in volunteering, the descriptions of the various positions will be posted. Thank you to everyone who attended last meeting; feeling grateful for the donation we were able to make to assist Cedar Grove families in need. 		
6.2 Treasurer’s Report: June Metz <ul style="list-style-type: none"> The PAC account balance is currently \$23028.43 Still unable to access gaming account for a balance, but it is approximately \$13,000 Christine has been reviewing all of the pac revenues and expenses for the year and setting up new excel accounting sheets to track them by budget There are several deposits and expenses that are hard to trace to a specific budget as cannot locate any documentation on them In future, expenses should only be reimbursed with a competed expense form. It is also recommended that fundraiser coordinators document expenses and revenues, or work more closely with the treasurer on this. Final numbers for the year will be available at the June PAC meeting. It appears that gaming funds have become confused as prizes should not have been paid out of the gaming account. We need to trace all gaming money for the year as are expected to file a report when applying for next year’s grant. Additionally, reports need to be filed for each gaming license we were issued this year. Linda advised that the 		

<p>report should include the account opening balance, revenues/expenses and the final balance. We do not need to include transactions from the deposits and withdrawals that were made on the wrong account.</p>	
<p>6.3 School Trustee Report: Sue Girard</p> <ul style="list-style-type: none"> • see attachment 	
<p>6.4 DPAC Report: Scott Davis</p> <ul style="list-style-type: none"> • No report as there was no DPAC meeting last month 	
<p>6.5 Principal's Report: Olwen Cowan</p> <ul style="list-style-type: none"> • Trying to keep school families connected on Facebook by sharing songs, photos, celebrating birthdays, and stories of people spreading joy • Over past 2 weeks she has been delivering the IGA gift cards and families have been very appreciative • EA's have been working hard on supporting our vulnerable learners. This can look different, for example driveway visits, 1:1 zoom calls, health checks and mental health checks. • It is teacher appreciation week • The teacher librarian is completing the school's first book exchange tomorrow. Regular pick up and drop off days will be Tuesdays and Fridays. This program has been vetted by the health and safety people at the board office. If cannot find your child's student number, email Jacquie Reid. • Teachers are doing a lot of connecting with kids in a variety of ways. Have been finding that some are getting Zoom fatigue, so may find that teachers are looking for new ways to connect such as driveway visits. • Starting Tuesday a small group of kids are attending school on Tuesdays and Thursdays with Olwen, Hilary Prince and Darcy Vogel supporting them. They call the program 'Cedar Grove Lites' and are hoping to add some more students the following week. • Online security is becoming more of a priority. Links will be included in the family update. • Have been talking about how to honor the grade 7 graduates and are looking to other communities for ideas. Stay tuned for a fun and creative solution. • Classrooms for next year will look different. Our community demographics have shifted and changed, so Cedar Grove will be down to 10 divisions next year as we have far less primary students. This means there will be a change in personnel. Postings are still being sorted out. More information will be available in June. • No answers yet re what the return to school will look like. Whatever we do will be gentle, with several stages to move toward introducing children back to school. Feedback is important, so if have any questions or comments please contact Olwen. 	
<p>7 Old Business</p>	<p>Action Items</p>
<p>7.1 Raffle Update: (Christine)</p> <ul style="list-style-type: none"> • 250 raffle books were distributed to all students in the school; we have received back 381 sold tickets (38.1 books). In order to cover the costs of the prizes and printing the raffle tickets, we need to sell 45 books to break even. Currently we have a loss of \$345 and will break even if 7 more books are sold. We would like to encourage people to continue selling to friends and family to hopefully turn a profit. Sales can be encouraged by having money etransferred. A reminder will be added to the school newsletter. 	<p>Tracy to draft an email to parents re the raffle and ask Theresa to distribute it.</p>
<p>8.2 Remote Voting: (Tracy)</p> <ul style="list-style-type: none"> • Olwen advised that Patrick Bocking was not sure about remote voting. He feels it is better to send a notification regarding a spending proposal prior to meetings, in order to provide advance notice and give people time to consider before voting at the meeting. He didn't have a big reservation though, and feels we should look into it more. Tracy is still investigating. 	

<p>8.3 Book Bingo: (Tracy)</p> <ul style="list-style-type: none"> The decision was reached to continue with Book Bingo. Parents can drop off entry forms with library books, or email entries to Jacquie. Book Bingo boards are in the hall now and can be put behind Theresa's desk in the main office. Book Bingo information and entry forms will be emailed to parents, and can be communicated by Teachers as well. The plan is to run the contest till mid-June, with CGE Gear to be awarded as prizes. 	<p>Tracy to add information re Book Bingo to the PAC email for Theresa to distribute.</p>
<p>7.4 Budget Surplus: (Tracy)</p> <ul style="list-style-type: none"> June drafted a submission to the school board (see attached draft submission), which was reviewed and discussed. The decision was made to move the covered basketball court to the top as our 1st priority, move fixing the walkway to #2, and library upgrades to #3. The requests for field upgrades and an additional outdoor play staff will be removed from the submission, but there was concern that information regarding those requests would be lost so the decision was made to attach the draft submission to the May meeting minutes, and attach the final submission to the June minutes. A question was raised re "how are we using the school gardens? Answer: a group of kids will be going to school to work on the gardens. They will call teachers and ask what they'd like to see planted. Noted that we will need to develop a summer watering plan. 	<p>Nick to forward draft submission to Christine for May minutes.</p> <p>June/Nick to update the submission as noted here.</p> <p>Next meeting: summer watering plan for garden</p>
<p>7.5 Family BBQ: (Tracy)</p> <ul style="list-style-type: none"> At the last meeting it was decided to table the decision re cancelling the BBQ to the May meeting. Health Guidelines do not permit gatherings of more than 50 people, and it has been announced that this limit will continue throughout the summer. Therefore, all present agreed that the BBQ should be cancelled for this school year and we will re-consider in September. 	<p>School BBQ to be discussed at September meeting.</p>
<p>7.6 Team Uniforms Update: (Tara)</p> <ul style="list-style-type: none"> Tara looked into school uniforms online and before they will tell you how much it will cost, they want to give you a quote based on our needs. We need to decide what type of jersey and material we would like. Options were discussed and it was decided that we should get basketball style jerseys and aim for quality, long last material in a wicking fabric. A total of 50 jerseys should be ordered in varying sizes. Costs range from \$50-\$100/jersey, depending on quality. It was noted that funding for sports uniforms can come out of our gaming accounts. 	
<p>9. New Business</p>	
<p>9.1 Additions to Agenda:</p> <ul style="list-style-type: none"> Yearbooks: Will arrive in mid-June and will be delivered to Christine's home. The delivery address was changed in case the school was closed. Once the books are received we will need to sort them and determine the best option for pickup. Plate Making: The decision was made to move ahead with the annual plate making craft project. Information will be distributed via email and art work can be dropped off at the school library on Tuesdays and Fridays. 	<p>Christine and Tracy to coordinate plate order forms/templates, and communication to parents.</p>
<p>9.3 Spending Decisions:</p> <ul style="list-style-type: none"> School uniforms <ul style="list-style-type: none"> Motion: Tara Robens motioned to spend up to \$5000 on new school uniforms from the PAC Gaming Account. Seconded by Scott Davis. Motion was approved. 	<p>Motion Passed: Spend up to \$5000 on school uniforms from the gaming account.</p>
<p>Meeting Adjourned at: 8:30pm</p>	<p>Next Meeting: June 4, 2020 at 7pm</p>

Attachments:

- Sue Girard, School Trustee Report
- Draft Submission for Budget Surplus Requests **Addendum - draft not attached as was not available**

Cedar Grove PAC Meeting --- Thursday, May 7, 2020

7:00 pm - ZOOM Meeting

Sue Girard --- Trustee Report

I am heading into day 60 of self-isolation tomorrow! But as we know things are beginning to open up in our Province, so time to get out and about a little more (cautiously!) while still distancing as much as possible.

This is Mental Health Week --- a top priority right now in our Communities and Schools for sure. Something that is dear to my heart as it is my background (working with children and Youth in the Mental Health field for many years).

School District #46 offers a great section on our Website for COVID-19 Resources and Support

Including:

- Current information
- Mental Health Resources
- Learning & Digital Learning Resources
- Online Safety
- Frequently Asked Questions
- Archive of COVID-19 Communications

Every Thursday starting today we are having a touch base session with Superintendent Bocking, Senior Staff and Board of Directors to talk about the latest directives from the Minister of Education, Rob Fleming, and Medical Health Officer, Bonnie Henry as well as our Premier John Horgan and Minister Adrian Dix to see where we are at with the BC's Restart Plan which was introduced yesterday.

Here is just a brief outline of the Stages:

Education in B.C. during the pandemic is now described in 5 stages. The Ministry notes that that we could move between these stages should there be a second wave of COVID-19 infection.

Stage 1	· School as we've known it before the pandemic.	
Stage 2	· K to Grade 7 in class, Grades 8 to 12 part time	
Stage 3	· Re-introducing K to grade 5 part time to school. Voluntary for parents to send their children. · Grades 8 to 12 part time in class as needed; otherwise remote learning.	We are expecting to move to this stage by the end of the year. In class and remote learning in practice. Details/ logistics to be determined.
Stage 4	· Essential Services Worker Child Care · Vulnerable student support in all schools · Continuation of Learning remotely	Current status
Stage 5	· Full lock down of education	

Some other points from the Ministry of Education:

- Health and Safety continues to be the priority.
- Younger students learn best socially at school. Older students can learn remotely even while they are better supported in school.
- Lower density of students in classrooms allows for distancing between students.

It was impressed upon us that Parents are the ones who will be making the choice completely as to when and how their children will be returning to school.

Mr. Fleming has said that there will be lots of notice for putting any planning in place to give all stakeholders time for any and all changes occurring.

We know that we will be working in 5 Stages and are currently in Stage 4 which includes Essential Services Worker Child Care

Vulnerable student support in all schools

Continuation of Learning remotely

All with the focus on eventually returning to Stage 1 which is School as we've known it before the pandemic & of course we hope that is eventually possible in the foreseeable future.

Health & Safety will continue to be the top Priority as we proceed.

Younger students learn best socially at school. Older students can learn remotely even while they are better supported in school.

Lower density of students in classroom allows for distancing between students.

The Sunshine Coast Child & Youth medical and mental Health Town Hall is a 6-week series via ZOOM beginning Thursday, May 21st from 11 am - 12 pm and you can register on the SD 46 webpage. It is run by some very well-known and respected local Doctors and you can stop in if registered for any or all of the sessions. In the meantime, we are carrying on with our Regular Board Meetings via ZOOM (remotely connecting) as we take care of business as usual.

- 1) Budgets - Reg. Board Meeting on You Tube so that all stakeholders can attend and continue to give their input
- 2) Committee Meetings - monthly scheduled for the 4th Tuesday of each Month --- again available on the SD 46 YouTube channel posted on the website

Everyone is welcome to attend any or all of these and Agendas are posted on the SD46 Website <https://sd46.bc.ca/> and notifications are sent out to all stakeholders in the District.

The BCSTA (BC School Trustees Association) held their AGM (basic) and voted in a new Executive all via ZOOM conferencing this year.

All social engagements and gatherings have been postponed in which is normally a very busy time for the School District i.e. Retirement dinners and honouring Teachers dinners and events! Of course the Graduation Ceremonies. I feel bad for the Grads of 2020. Our own Jessica Carrol is in her Grad year and I don't know at this time what their plans are for Grad events and Ceremonies. There are schools in BC and in the Lower Mainland especially that are finding ways to still hold these events by social distancing and allowing families to arrive individually for photo sessions and for their Grad to walk the stage and receive their Certificates. We shall see what our District has planned shortly regarding this very challenging time for our Students and Graduates. Some schools are getting quite creative!

That's it for me this Month!

Wishing you all well in the coming Month as we try and get back to our 'new-normal'

Stay safe and well ... Sue G.