



Cedar Grove Elementary PAC Meeting Minutes

Meeting Information **Remote Meeting via ZOOM**		
Date: Wednesday, December 2, 2020		Time: 7:00 – 8:30 pm
Chair: Tracy Aiken		Recorder: Christine Hardt
Attendance (13)		
Tracy Aiken , Chair	Christine Hardt, Secretary/Acting Treasurer	Patrick Bocking, Superintendent
Olwen Cowan, Principal	Sue Girard, School Board Trustee	Tamara Hedden
Karen Graves	Tara Robens	Sophie Olson
Nick Weber	Urszula Dragowski	Sean Miller
Courtney Facchin		
Regrets: Scott Davis		
Housekeeping		Action Items
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda:		
4. Guest Speaker		Action Items
4.1 Special Guest – Patrick Bocking, SD46 School Superintendent <ul style="list-style-type: none"> • Patrick Bocking joined our meeting to check-in with families regarding their experiences this fall during school restart and discuss concerns regarding Covid-19 and school protocols. • Open conversation with parents expressing their experiences and Patrick answering questions; some highlights of the conversation were: <ul style="list-style-type: none"> ○ A lot of parents struggled with balancing work and home schooling their children from March to June; were quite happy for school to re-open in September and are concerned that schools may close again in January. ○ Patrick noted that it is not out of the question for the province to close schools again, but is the last thing they want to do. They prefer to implement other measures to reduce transmission in the community, do not see schools as a conveyer of the virus. ○ Parents cannot see the measures in place in the schools, but they are being followed very strictly. ○ Data is emerging showing that not being in school is incredibly bad for kids due to mental health issues, social issues and health issues. Vulnerable kids in particular need supports from schools, for example some kids are supported by nutrition programs in the schools. ○ Kids are adaptable and have been doing well back at school with the new safety measures ○ Kids who are ill and not able to attend school are missing quite a bit of time at school. Parents who are not in the home school program are not supported with online learning, what do we do when we are a family in the middle? I.e. schooling at home until healthy enough to attend school. Home learning packages are still available; Patrick advised that parents should speak with the principal. The district wants to ensure they are taking care of their teachers in class, so that they do not have to support 2 programs (home learning and class learning). ○ Province is currently in stage 2 restrictions, if in future we move to stage 3 are 4 there are further restrictions including smaller class sizes – so there are further restrictions that could be implemented in schools before considering closure. 		
5. Minutes from last PAC meetings: Revisions: Correct typo – change Covid-10 to Covid-19 Motion to Approve: Karen Graves, Seconded by: Tracy		
6. Outstanding Action Items: <ul style="list-style-type: none"> • Submit request for a covered natural structure and covered play area to SD46 – Completed, June was checking but have not heard back. Noted that the covered play structure is now being taken on by the school district with funding provided to support outdoor learning and activities due to the pandemic. • Scott to forward the zoom invite for next DPAC meeting – Pending 		

<ul style="list-style-type: none"> Christine to investigate options for online sales to the public. – Completed Discuss purchase of tables & tents, needed? – tabled to June 2021 meeting Olwen to check on instrument order and advise Ms. MacInnes that her request is approved. – Completed, the brains are here and instruments were ordered. Christine will follow-up with Theresa for the invoice. 	
7. Regular Reports	Action Items
7.1 Chair's Report: Aiken <ul style="list-style-type: none"> June has resigned from the treasurer position. Lorna Richards may be willing to start in the new year; Christine will cover until the position is filled. There are some concerns as to whether PAC positions will be able to be filled in the future. Christine will be leaving at the end of this school year (her son is in grade 7), so the secretary position will also be vacant. Asking that parents start considering what they are able to do next year and encourage new parents to attend and get involved. 	
7.2 Treasurer's Report: Christine Hardt <ul style="list-style-type: none"> Operational account balance: \$21,790.79 <ul style="list-style-type: none"> Deposited all of the e-transfers from hot lunch and the advent calendars, but we may need to issue some refunds as we may have oversold the calendars. Gaming Account Balance: \$17,545.69 <ul style="list-style-type: none"> We received \$4820 for the 2020/21 gaming grant, which is less than we expected and budgeted. Reviewed the November statement 	
7.3 Principal's Report: Olwen Cowan <ul style="list-style-type: none"> The Remembrance Day Ceremony was held over the PA this year and teacher's really liked it as it allowed kids to be still and reflective. Enjoyed making the Cedar Grove video and have been playing it a lot. On Tuesday / Wednesday next week, they will be recording the children in each class for the online Christmas concert. Dec 10th will be "elf yourself" day, children will dress up like an elf or wear their Christmas gear Dec 17th is the tentative zoom event date for Christmas concert, details will be emailed Dec 18th last day of school will be a school wide pajama day Heading into January a school literacy week is planned. Have secured some amazing authors to do some class visits, for instance Kenneth Opal is one of the authors who will be zooming with the kids. They also have Monique Grey Smith and a few others. The Middle years instrument will be completed with grades 5 & 7, it measures students' social and emotional well-being. It is a really important data tool which allows us to talk to our students about how they feel being at school. It is strongly suggested that parents send the passive consent form. The Foundation Skills Assessment (FSA) will be given to students in grades 4 & 7 In regards to our school goal, will be doing some self-regulation pathways within the school. The self-regulation pathway shows different things kids can do to get their 'wiggles out' Many concerns have been brought forward regarding speeding in the school/park zone, this morning there was an incident with one vehicle passing another in front of the school. Concerns have been raised to the police and the district transportation committee. The school and the PAC will also be looking at what we can do to get people to slow down (i.e. signage/stand up poster boards, etc.) Cedar Grove is going to start composting Active travel – discussion tabled to end of meeting 	<p>Olwen will send some information on self-regulation and a video link to attach to the minutes.</p> <p>Christine to coordinate Book Bingo with Literacy Week.</p>
7.4 School Trustee Report: Sue Girard <ul style="list-style-type: none"> Every November the board holds elections, they now have a new board chair: Amanda Amaral is the new board chair and Maria Hampvent is the Vice Chair, the full results can be found on the SD46 website. Board members were disappointed to not take part in Remembrance Day ceremonies this year at the schools, but heard amazing stories of what the schools did. Pro D was Nov 23rd; was able to catch a few speakers: Kevin Lamoureux on Indigenous equity & inclusion, a powerful speaker; And Shelley Moore on a new lens looking at the IEP's. She's always a good presentation and I joined some break out groups for good dialogue Nov. 24th was the all-day Committee Meetings beginning 	

<ul style="list-style-type: none"> • Next board meeting Dec 9th. Budget considerations for the board will be: <ul style="list-style-type: none"> ○ Supporting mental health of students and staff ○ Ensuring students have access to nutritious food ○ Supporting the Board's Transportation Review and Active Travel Plans ○ Promoting inclusive education ○ Field improvements and maintenance ○ Continuation of Covid support • There are many opportunities to take part in the budget consultation process, it is very worthwhile. • Presentation by Principal John Brisebois on the Television program and enhancements they wish to implement. • November 27th & 28th -- BCSTA Trustee Academy – all via ZOOM! Very different than an actual in person conference but very well done with amazing speakers! • Listened to the newly appointed Minister of Education, Jennifer Whiteside, and also heard from Reka Gustafson who is the Deputy Provincial Health Officer. • Jesse Hirsh on technology and social media platforms. Jesse Hirsh is a futurist speaker, researcher and internet strategist. An experienced innovator and collaborator, his passion is educating people on the potential benefits and perils of technology. • The next public board meeting is December 9th at 7pm and the next committee day will be Dec 15th 	
<p>7.5 DPAC Report: Ursula for Scott</p> <ul style="list-style-type: none"> • Patrick Bocking gave an update, no Covid transmission on the coast so far in schools. He trusts the process and it is going well. • If there was ever an exposure at our school, Olwen would be notified and it would go on the SD46 website • Active Transportation: there was a seminar to talk about active transportation and get rid of the back seat driver generation. How to get our kids to school by active means, biking, walking, etc. Several initiatives are being looked at under the active transportation project: <ul style="list-style-type: none"> ○ A road to road to Gibsons Elementary is being paved, so they are asking for support to get a bike path put in. ○ The Chaster crossing came up as an issue for Cedar Grove • Next DPAC meeting is January 28th • DPAC will reimburse half of the food safe course; need to let them know how many we need. 	<p>Christine to check if Courtney has taken the Food Safe course yet</p>
<p>8 Old Business</p>	<p>Action Items</p>
<p>8.1 Teacher Wish List Update: (Tara)</p> <ul style="list-style-type: none"> • Need to look at who has been reimbursed and who still needs to be paid. • Reimbursed: <ul style="list-style-type: none"> ○ Gordon Tultz ○ Kate Haxton ○ Michelle Currie ○ Robyn Valenta ○ Lorraine Radford ○ Clea King ○ Jacquie Reid • Payment pending: <ul style="list-style-type: none"> ○ Jen MacInnes or School? For the human brains ○ Giselle – plastic bins, check ○ Meredith Bingham – reimbursement pending to school • Kate Van Bommel will purchase in the chick hatching in the spring, so will submit for reimbursement at that time. 	<p>Christine to ensure that outstanding teacher wish list reimbursements are paid.</p>
<p>8.2 Cedar Grove Gear Pop Up Shop: (Sophie)</p> <ul style="list-style-type: none"> • The pop up shop and videos were a lot of fun. The order was placed on time and they are hopeful that everything will arrive before Christmas. Some extra items were ordered and they will be available for sale, we'll advertise them in January. 	
<p>8.3 Fundraising Update: (Tamara)</p> <ul style="list-style-type: none"> • Felt a bit defeated at the beginning of the year as so many events were cancelled this year due to Covid, but is now really encouraged with how well things are going. 	

<ul style="list-style-type: none"> • Big thank you to Sophie for organizing the pop up shop! • We had record sales of the Purdy's Christmas Chocolate this year, it did very well. • Advent calendars were sold out and we may have oversold, we are reviewing everything and will issue some reimbursements if needed. 	
<p>8.4 Virtual Fundraiser: (Nick)</p> <ul style="list-style-type: none"> • The unofficial title of the event is 'Cedar Grove's Got Talent', but it is a working title • Just getting going, wanted to wait until the pop up shop is done so that parent's weren't bombarded • Hoping to send out a promo video in early December to start advertising it. The goal is to receive all the videos back by February/March and then hold the event to replace the lantern festival. 	
9. New Business	
<p>9.1 Gift for teachers/covid concerns: (Sophie)</p> <ul style="list-style-type: none"> • It has been a stressful year for teachers and many are feeling that they would like to do something to acknowledge them. Discussed options and all agreed that the PAC will purchase Starbuck's coffee and goodies for the staff on the last day of school before Winter Break (December 18th). • <i>Motion: Christine/Tracy motioned to spend up to \$200 on coffee and goodies for staff, seconded by Nick. Motion Passed.</i> 	<p>Motion passed: spend up to \$200 on coffee & goodies for staff</p>
<p>9.2 January Meeting: (Tracy)</p> <ul style="list-style-type: none"> • Normally the PAC does not meeting in January, but there will likely be a lot to discuss for events occurring in February. All agreed that we should have a quick meeting in January. 	
<p>8.2 Additions to Agenda:</p> <ul style="list-style-type: none"> • Active Transportation (Olwyn/Tracy/Urszula): Discussed the active transportation project. They are looking for suggestions of projects to implement for Cedar Grove. If anyone has any suggestions, please email Olwyn. Some ideas were: crossing guard for Pratt/Chaster intersection, traffic calming measures for Chaster Road's park/school zone, a trail/bridge from Bonnie Brook for a faster and safer walking/biking route to school. 	
<p>8.3 Spending Decisions: (Tracy)</p> <ul style="list-style-type: none"> • None 	
Meeting Adjourned at: 8:30pm	Next Meeting: January 6, 2021 at 7pm

Attachments:

1. Financial Report – YTD Ending November 30, 2020

Cedar Grove Elementary School PAC

Actual Results to Budget

Year Ending November 30, 2020

	2020/21 Annual Budget			2020/21 YTD Actuals			Variance to Budget
	Revenues	Costs	Net	Revenues	Costs	Net	
REVENUES							
Hot Lunch	33,000	(30,000)	3,000	\$ 1,653	139	\$ 1,514	(1,486)
50/50	800	(400)	400	\$ 83	0	\$ 83	(317)
Advent Calendars	2,700	(1,300)	1,400	\$ -	1,635	-\$ 1,635	(3,035)
CGE gear / clothing	850	(750)	100	\$ -	0	\$ -	(100)
English Bay Cookies	1,300	(800)	500	\$ -	0	\$ -	(500)
Fall Flowers	2,755	(1,705)	1,050	\$ 915	0	\$ 915	(135)
Hanging Baskets	2,500	1,000	3,500	\$ -	0	\$ -	(3,500)
Make-a-plate	600	(600)	0	\$ -	0	\$ -	0
Miscellaneous	0	0	0	\$ -	0	\$ -	0
Popcorn	850	(525)	325	\$ 750	0	\$ 750	425
Progressive Cards (IGA cards)	750	0	750	\$ -	0	\$ -	(750)
Purdy's (Xmas & Easter)	800	0	800	\$ -	0	\$ -	(800)
Yearbooks	1,500	(1,500)	0	\$ -	0	\$ -	0
	48,405	(35,080)	11,825	3,401	1,774	1,627	(10,198)
Parent donations			500			-	(500)
TOTAL REVENUES			12,325			1,627	(10,698)
EXPENSES							
Administrative Gifts			200			-	(200)
BCCPAC			75			-	(75)
Bursary			1,000			-	(1,000)
Contest Prizes			200			-	(200)
Emergency kits replenish			500			-	(500)
Food Safe			115			-	(115)
Grade 7 donation (Grad)			250			-	(250)
Miscellaneous			400			130	(270)
PAC Website			150			-	(150)
Sex Education			2,000			-	(2,000)
Staff Appreciation Lunch			150			-	(150)
Story Garden			150			-	(150)
Teacher Wish Lists			3,000			1,011	(1,989)
TOTAL EXPENSES			8,190			1,141	(7,049)
NET PROFIT - Current year			4,135			486	(3,649)
Bank account (plus CGE PAC account)- opening balance			550			550	0
Bank account (plus CGE PAC account)- closing balance			\$ 4,685			\$ 1,036	(3,649)

*** Deposited to / paid from gaming grant account.
(net revenue from 50/50 = \$pending)*