

PAC – PARENT ADVISORY COUNCIL

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Date: June 17, 2020, 6:30 pm

Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Shaila Jiwa, Colleen von Dehn, Stephanie Willox, Adam Rucker, Ryan McRae, Susie McRae, Leslie Shoji, Michelle Wiens, Caroline Bonshor, Annie Low-Beer, Serena Verma, Mae Tan, Laurie McNeill, Zouzan Yousef, Michael Nedelec, Tasha Bienert, Jennifer Smith, Karen ?

PAC Executive:

- Donna Rayner, Co-Chair
- Hope Walker, Co-Chair
- Kemp Edmonds, Vice Chair
- Jaimini Thakore, Treasurer
- Claire Wilson, Secretary

Administration/Teachers: Nancy Bourque, Principal

1. Welcome and Call to Order – Donna Rayner

- Donna welcomed all participants. Participants were muted for the meeting.
- Questions were posed to Nancy and the Executive via the chat function.

2. Approval of May 2020 minutes

Moved Kemp Edmonds	Seconded Shaila Jiwa	Carried
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3. Administration / Teacher Report:

Nancy Bourque, Principal:

- Return to school has been very successful to date. It was a huge task for staff to do in the short time frame. We have just over 180 students returning, which is exactly 50% of our school, and all our classes are capped at 15 per the Public Health Officer's guidelines. Thank you to families who are following the guidelines and reviewing them at home with their children. It is much appreciated as the staff are very nervous about being back at work.
- The key guideline is to do a daily health assessment of each child each morning and visit the doctor before returning to school if there are any sickness signs. Staff are following the same protocols.
- After 14 days back to class there have been no COVID-19 outbreaks in any VSB schools.
- The grade 7 teachers have booked camp for our 6-7 students for May 2021, and very much hope to be able to go.
- Stepping Up will take place for grade 7s the last week of school.
- Staffing: Wolfe is sadly saying goodbye to Ms. Walker who has decided to extend her mat leave to a full 18 months, which means she gives up her position at Wolfe. Wolfe will welcome Mr. Walker (no relation) who will join the intermediate team in the fall. He comes from Tecumseh Elementary.

- Picking up personal items and CSL: parents should have heard from the classroom teacher by now on their schedule for distribution. Unfortunately, the school cannot have everyone come in the building so the distribution will be done at the gym doors.
- Technology: in March the district asked each school to do a technology inventory. Several of Wolfe's devices are no longer supported by the district, ie. everything not running on Windows 10 and iPads older than 2014. None of these devices support Microsoft Office and the VSB is moving everything on this platform, including internal mail communication. Wolfe will be doing a trade in with the district: they will take our Chrome books, a few older laptops and our old iPads away. In exchange, Wolfe is getting 30 brand new Dell Latitude laptops for the old Chrome books (70) + laptops. Wolfe is also receiving 15 brand new iPads in exchange for 15 old ones. Added to the current 46 laptops that are currently functional + the 15 brand new laptops just purchased this year with PAC support, Wolfe will have about 90 laptops and 15 iPads.
- 2021 classes: The school format for September is still unknown, but all signs point to a June-like scenario. Stay tuned in the summer for more information. Nancy is hoping to be able to provide at least two weeks' notice to parents regarding schedules. It is hoped that there will be an online curriculum for students who remain at home. The first week of class should be mostly normal. Students will attend for one hour on the first day, although they may need to be split into a morning and afternoon session. They will spend the first week with their teacher from the previous year. Class casting has been done but will change due to student and staffing changes. Bussing rules will likely remain in place: one student per seat unless they are from the same household. Bus information will be distributed in the summer.
- Seismic: The return to Wolfe is on track for September 2021.

4. Chair Report and update – Donna Rayner & Hope Walker

- The technology update is encouraging and important to know for two reasons: 1) due to COVID students will be relying more on technology; and 2) Wolfe will be in a better position technology-wise than previously thought, necessitating a re-think of the post-seismic spending priorities discussed in March.
- In March, the PAC discussed technology and whether to use the post-seismic dollars raised to improve Wolfe's access to technology including laptops and smart projectors. Now that we have a better idea of the tech situation it would be better to postpone spending discussions to the new school year in order to gather budgeting information for priorities. For example, an outdoor classroom / green space was identified as a priority but right now we can't get a quote for the site.
- The ongoing technology needs of the school are more of an operating cost instead of a capital cost. Post-seismic legacy money should be spent on a project like an outdoor classroom. COVID will likely inspire better funding for technology in schools.
- Donna has about \$1600 in Nesters gift cards that are the result of previous grade 6 and 7 students bagging groceries and customers donating their reward points. Should these gift cards be offered as a fundraiser where parents could purchase them and the funds be put in the camp account? Nancy noted that the camp fund is very healthy at the moment, but the funds could be deposited there. Next year's students would then be encouraged to fundraise for the subsequent year's camp as a "pay it forward" initiative. Donna will touch base with Robbin Simmao about this idea.
- The Co-chairs expressed the PAC's immense gratitude towards the teachers and Nancy. The transition to remote learning and then back to class must have been very hard. The PAC is very appreciative of the caring and thoughtful way the teachers have supported the kids over the course of the spring.

5. Treasurer's Report – discussion and ratification of 2020/21 budget

- The proposed budget for 2020/21 was circulated to all Wolfe parents prior to the May and June meetings. No questions or comments were received prior to the meeting.
- The PAC budget is set at the end of the school year for the next year. Jaimini shared his screen to present the current financials and the proposed 2020/21 budget with the participants.
- Revenue was much lower this year and as a result the budget will be tighter next year. But next year will also be very unusual due to COVID.
- The PAC raised \$30,000 this year (plus \$2,000 expected from Hot Lunch). Expenses stand at about \$21,078.52 with a few more to come in, so we are in a positive position.

- The proposed budget for 2020/21 projects revenue from the BC Gaming Grant and a modified Walkathon event for a total of \$20-25,000. It is unclear whether the gaming grant may be lower for next year due to COVID and a reduction in casino traffic. Jaimini applies for the grant in June each year and gets notice of the amount in September.
- The budget as presented may need to change next year based on what type of fundraising is possible and what expenses arise during these challenging times.
- The Chairs and Nancy expressed their thanks to Jaimini for all of his work during the year managing the finances for the PAC.
- There were no other questions or comments on the budget.
- Motion to approve the 2020/21 Budget:

Moved Shaila Jiwa	Seconded Ryan McRae	Carried (unanimous)
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- An online portal from the PAC website has been set up for direct donations. Anyone can donate directly to support the PAC. A direct drive had been planned for March, which was derailed. Any contribution is appreciated.

6. New Business

- The meetings for 2020/21 will be posted on the PAC website.

7. Adjournment

Moved Stephanie Willox	Seconded Colleen von Dehn	Carried
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Next PAC Meeting is September 15, 2020.