

PAC – PARENT ADVISORY COUNCIL

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Date: May 20, 2020, 6:30 pm

Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Laurie McNeill, Maria McClean, Sarah Carnegie, Colleen von Dehn, Stephanie Willox, Mike Suto, Francia Marbella, Ryan McRae, Susie McRae, Shaila Jiwa, Harold Schellekens, Adam Rucker, Serena Verma, Karen Mok, Michelle Wiens, Stasa Jones, Maria Gaudin, Kara Richards, Libby Taylor, Mae Tan, Noah Silverberg, Katie Stevenson, Debbie Leboe, Ryan McKee, Suzie Polzin, Tasha Bienert, Katie Lysakowski, Virginia Hong, Michael Nedelec, Caroline Ohlander, Bibi Fehr, George Yan, Rowena Yang, Mike Dangerfield, Nadine Neudorf-Thiessen. (Participants who did not add their last names: Ding, Derek, Jennifer, Paige)

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; Sarah Nafrey, Ashlie Arbour-Polley, Debbie Emery, Teachers

1. Welcome and Call to Order – Donna Rayner

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

2. Approval of March 2020 minutes

Moved Libby Taylor	Seconded Michael Nedelec	Carried
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3. Administration / Teacher Report:

Nancy Bourque, Principal:

- Nancy noted that this is an interesting and challenging time for all. She is impressed with how the teachers have switched gears and are collaborating internally and externally.
- The 2020/21 school calendar has been set and will be published online. It will be distributed to parents. The Meet the Teacher date will not be set until there is an idea of what school will look like for fall. If the event cannot be held in person it will be held virtually.
- Wolfe will have 16 divisions next year with 3 kindergarten classes. All grade 1-7 classes will be full.
- The seismic project is on schedule despite the COVID-19 state of emergency. Nancy met with the architect and designer regarding the layout and colour schemes. She and the teachers are happy with the colours that have been chosen. Nancy showed the meeting participants a PowerPoint with examples of the colour schemes in the different areas of the school. A copy of the slides are attached to the minutes.

- Nancy gave a presentation to the meeting participants regarding some of the details of the voluntary school re-entry plan commencing June 1. At the time of the meeting, Nancy was still receiving new information and meeting with teachers, therefore she could not say exactly how it would unfold. However, she walked the meeting participants through a PowerPoint presentation prepared by Superintendent Nelson setting out the Ministry of Education's 5 Step K-12 Education Restart Plan. The plan consists of voluntary attendance with no more than 50% of students attending each day and a whole host of increased health and safety measures. A copy of the slides is attached to the minutes with the permission of Superintendent Nelson and Nancy.
- There will be no hot lunch in June, but Nancy hopes to offer the program in September.
- Buses will run in June with increased health and safety requirements. Parents of bus riders will receive additional information.
- The library will be closed for borrowing, but in a normal year borrowing would stop after the first week of June for inventory.
- Online learning will continue in June in some form but will not likely be the same as before due to the increased workload on teachers of having to balance in-class and online teaching.
- Ms. Cameron has a box outside the library where students can return books.
- Nancy is unsure whether students will be permitted to use the playground in June.
- If parents decide to send their kids back to class in June and later change their mind that is fine. However, parents who initially decide not to send their kids back in June may or may not be able to change their mind depending on the school schedule.
- The in-class curriculum will focus on health and well-being, including mental and physical health.
- Nancy is expecting to receive information regarding whether Kindergarten tours will be available.
- There will be some kind of Stepping Up ceremony; however, it will be different than in previous years. More information will be provided to grade 7 families.

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

- Post-seismic spending priorities were discussed at the March PAC meeting and a motion was passed to transfer \$75,000 from the general fund to the post-seismic fund. However, in light of the impact of COVID-19 on fundraising this year, the Executive would like to re-visit the discussion and the motion at the June meeting. It is likely that priorities have changed over the past few months.
- The Executive thanked Nancy for taking the time to present to parents and for answering their questions during this challenging time.
- The direct drive and dance-a-thon planned for this spring are postponed.

5. Treasurer's Report – presentation of draft 2020/21 budget

- The draft budget for 2020/21 was circulated to all Wolfe parents one week prior to the meeting.
- The PAC budget is set at the end of the school year for the next year.
- Over 2019-2020 things changed significantly on the revenue side both due to decreased fundraising mainly as a result of the move to South Hill, and due to the COVID-19 health emergency.
- Revenue was much lower this year and as a result the budget will be tighter next year.
- The PAC raised \$30,000 this year (usual is \$48,000). However, because of the school shut-down after spring break, expenses are also lower as certain events were canceled.
- Jaimini is still processing some expenses for 2019/2020.
- 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.
- The Executive removed many of the usual expenses from the budgets including camps / kayaking, reduction of performances and reduction of classroom support.
- **The PAC Executive needs feedback from PAC members regarding the draft budget and how they would like to see PAC funds spent next year. Please send an email to any of the PAC Executive members with comments, questions or concerns. Please plan to attend the AGM June 17 to discuss the budget and vote on it.**
- A budget will be ratified at the AGM and that will be the budget for next year.

6. New Business

- The AGM is June 17, 2020. There will be an election for PAC Executive members. Anyone who is interested in joining the PAC Executive should plan to attend.

7. Adjournment

Moved @	Seconded @	Carried
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Next PAC Meeting is June 17, 2020 at 6:30 pm.