

PAC – PARENT ADVISORY COUNCIL

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Date: October 20, 2020, 6:30 pm
Location: Virtual meeting via Zoom

Minutes

PAC MEMBERS (by Zoom title): Laurie McNeill, Freda Robin, Ulf von Dehn, Colleen von Dehn, Suzie Harrington, Michael Nedelec, Stephanie Willox, Adam Rucker, Geeta Basantani, Stacey McEachern, Mike Waugh, Serena Verma, Francia Marbella, Michelle Wiens

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

- **Welcome and Call to Order** – Donna Rayner & Hope Walker
 - Donna welcomed all participants. Participants were muted for the meeting.
 - Questions were posed to Nancy and the Executive via the chat function.

- **Approval of October 2020 minutes**

Moved Michael Nedelec	Seconded Colleen von Dehn	Carried
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- **Administration / Teacher Report:**

Nancy Bourque, Principal:

Walkathon and Terry Fox Run

- First fun events of the year. Thanks to Ms. Soper for organising the Terry Fox Run and thank you to our dedicated parents who organised the Walkathon. The kids ran in one or two cohorts and were very proud to show their costumes!
- Amazing outdoor ed activities are going on outside. Teachers are really finding creative ways to spend as much time learning outside as possible. Thanks for sending your kids to school well-dressed, it's been going quite well.
- A huge thank you to families for keeping their child home when they are sick, as I know it is a challenge for working parents. It is making everyone feel much safer, though, so we do appreciate the care. Remember to call the school if your child will be absent, but you absolutely do not have to let our staff know if you are getting a covid test or not; we trust that parents are making the right decision and those details should be kept confidential.

Seismic News:

- The project is on schedule, and we are continuing to post photos on our website. Lately the workers have been working on “shotcreting” the walls with concrete and doing the concrete reinforcement. They are also continuing the work on the elevator shaft. We’ve asked again for an estimate of a moving date, and we are still on schedule for moving this summer, but it’s too early to say which month.

Covid Emergency Funding received from the Federal government:

- VSB voted a couple weeks ago on how to spend the \$9,177,259 to it. There are a lot of items such as extra hand sanitizer, additional cleaning for some schools, etc.
- Learning related:
 - extra 0.2 staffing (one day) for option 4 students: Ms. Soper is working on Fridays now to connect with these students and support teachers. We currently have 27 students at home doing the option 4 transition support.
 - \$10 per student to purchase material for outdoor ed, which will be between \$200-280 per class. I was wondering if the PAC would consider contributing additional funding for this purpose, which we will discuss later, as teachers are in need of several new materials such as tarps, magnifying glasses, clip boards, duct tape, plastic sleeves, etc.
- (For more information see last few pages of Board Meeting’s minutes [here](#).)

Code of Conduct:

- All VSB schools review their code of conduct every few years. This year all schools were asked to add stronger language indicating that racism is not and will not be tolerated in VSB schools. Our counsellor Ms. Jaclyn and I have reviewed the COC. We will be sending an updated copy home with families via the newsletter and it will also be placed on the website.

Lunch and recess

- It has been a real challenge this year to have all our classes on different schedules for lunch and recess. We are trying to find the balance between creating safe play zones outside for kids to play, minimising crowding and respecting Covid guidelines. I know this has been very challenging for some students as their best friends are in different cohorts and they cannot always see each other during break. It has been particularly challenging for our grade 3-4 class (Div 7). We can’t separate the students in the class, so our options were to get them to play alone during break, or with the primaries, or with the intermediates.
- After speaking with health and safety dept at the Board, the students, many teachers and parents, we will have the students playing with Div 8 and 10 for lunch, which will increase their social interactions, but keep the numbers of students low in their zone to minimise crowding.

Sports leagues

- There will unfortunately be no sports leagues this term, and probably not for the rest of the term as VSB has halted its sports league. Intramurals are pretty much impossible as the gym is always booked for PE lessons since everyone has different lunch and recess schedules, and it is used daily before and after school by Spare Time.

- **Chair Report and update** – Donna Rayner & Hope Walker

- Walkathon update: It looked a bit different this year, but the Walkathon was still great fun. The kids enjoyed themselves despite the restrictions. It was very nice to be able to continue the tradition. A huge thank you to Jenny and Sarah for their time and energy leading this event during the pandemic, which is the biggest event-based fundraiser of the year. A big thanks to Nancy for her creativity and flexibility in facilitating the event. The PAC is also very grateful to the teachers and staff who shouldered the entire burden of the execution of the event as parents were not permitted to participate due to COVID restrictions. The PAC acknowledges that the Walkathon can be a lot of work for teachers and we really appreciate the enthusiasm and support. We are still collecting funds raised from the event and waiting for a report from VSB regarding donations via School Cash Online. We will be able to report an estimated total raised in November. A big thank you to parents, family members and friends for your generous contributions.
- Direct fundraising drives: The Executive is still looking for volunteer parents to lead the direct fundraising drives proposed for the new year. Please consider contributing some of your time to assist with raising funds for the school. Contact a member of the Executive if interested.
- SEL initiative (bookmarks): A grade 9 student at Lord Byng has designed an emotional bookmark, which is very nice looking. The student approached the Co-chairs to ask whether the PAC would be interested in purchasing

bookmarks for Wolfe students. We have a budget to spend on SEL initiatives and this would fit within it. The Executive wanted to check with the community before proceeding to purchase as the Executive was approached by the seller instead of the Executive seeking out a supplier independently. The Executive members think the bookmark would be a useful SEL tool for students to refer to and check in with in terms of their emotions during their week. NOTE: The floor was opened for questions and comments regarding the bookmark idea. There were several comments in favour and none opposed. The Executive will proceed with the bookmark purchase.

- Funding request from Nancy – outdoor education: As Nancy stated in her report, she is requesting funding from the PAC to supplement the VSB funds for outdoor ed. Ms. Segers provided a letter describing some of the items that she would like to purchase for this purpose, all which seem reasonable. The Executive is in favour of contributing funds to this request. The details were discussed further in the Treasurer’s report.

Treasurer’s Report – Jaimini Thakore

- Outdoor ed funding request: Jaimini noted that the budget is projecting \$23,000 revenue this year. There are existing budget items that would likely fit into the outdoor ed category, e.g.: gym equipment (\$1,300), art supplies (\$800) and science resources (\$800). It may also be possible to re-allocate funds from other budgeted items that will not be used as expected due to Covid restrictions in place. A motion would be required to amend the budget. If passed, in Jaimini’s view, the PAC could allocate \$3,000 to this request. If the Walkathon revenues are significant, then there may be up to \$4,500 total available, but we will have to wait and see how much was raised.
- Expect a motion to be put forward at the November meeting to amend the budget in order to allocate funds to outdoor ed as requested. Further details will be available at that time.

Proposed PAC bylaw amendments

- The Wolfe PAC bylaws are posted on the Wolfe PAC website. An amendment to the Wolfe PAC bylaws, Section XI FINANCES, clause 2, is required. The bylaw currently states that PAC funds will be on deposit at a bank or financial institution registered under the Bank Act. However, the funds are deposited at Vancity, which is a credit union and not registered under the Bank Act. It is proposed that this bylaw be amended to read “All funds of the organization will be on deposit in a bank or financial establishment registered under the Bank Act **or a credit union insured under the Credit Union Deposit Insurance Corporation of British Columbia.**”
- There are also some ancillary amendments proposed to bring the bylaws into line with the DPAC bylaw template. Those details will be provided.
- The bylaws require that amendments may be made at any general meeting providing that 14 days’ notice are provided along with the details of the amendments. To pass, an amendment needs 2/3 majority vote of those present at the meeting.
- A motion will be put forward at the November meeting to amend the Constitution and bylaws. Claire will circulate a draft revised copy 14 days before.

• **New Business**

- The Purdy’s Christmas fundraiser will go ahead. Details to follow.
- The Pointsettia fundraiser will likely not go ahead due to logistics.
- ASAP Office Supplies will donate 5% of proceeds back to the PAC. Donna received a cheque for \$7.50. If you are involved in a company or organization that purchases office supplies, this may be of interest.

• **Adjournment**

Moved Michael Nedelec	Seconded Geeta Basantani	Carried
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Next PAC Meeting is November 17, 2020.