

Mundy Road Elementary School

PAC General Meeting Minutes

November 18th, 2020

Present: Shannon McGeehan, Jon Lundquist, Serena Boivin, Samantha Cohene, Leann Buteau, Danielle Ciavarro, Lily Gu, Una Wong, Janice Doege, Jay Hilliker, Anita Rashoda, Ed Rathonyi, Phalguni Bhatt, Jenny Gasparini,

Meeting called to order: 7:05

Welcome and Introductions

Approve agenda from October 10th 2020: Motion: Jay Second: Janice

Motion to approve agenda: Motion: Samantha Second: Jay

Chairperson's report (Jon):

- Jon – nothing to report.

Principal's Report (Leann):

- It has been a busy month. Since last meeting, there have been two additional exposures at the school.
 - In addition to the three exposures as recognized by Fraser Health, Samantha reported that there have also been 3 additional individuals that tested positive that Fraser Health did not deem exposures.
 - Staff are writing a letter to Fraser Health, Union, and district, asking for more transparency with communication to staff and families.
 - Samantha did express her concerns to Fraser Health as well.
 - Attendance has been down about 15%. COVID safety measures are being followed, increased handwashing, all staff are wearing masks.
 - Leanne has received some complaints about a lack of communication; however she has directed them all to contact Fraser Health.
 - Anita shared a resource for mental health support for teachers and staff; she will share with Leanne to forward to staff.
 - Mrs. Kraemer has been away due to illness, however it is not COVID.
- Sharing assemblies are continuing. Parents will receive links to this. The school participated in the district remembrance assembly.
- School based gradual transitions – a few more kids have entered this program, currently 28 students are enrolled.
- iPads have arrived and have been distributed.
- Leanne has started gathering info for the PAC wish list. She will share in December.
- Div. 4 and 5 are using some field trip funds to have a virtual field trip with an owl rehabilitation society.
- Winter season activities:

- Gingerbread houses will go ahead. Divisions 1 and 2 will do houses, the remaining will do the gingerbread cookies, a great deal has been obtained through European Bakery in Poco.
- Pancake breakfast will also go ahead. Denny's will provide individual pancake breakfasts. This will happen on the last day of school before break (December 18th). Kids will eat in their classrooms.
 - Leanne inquired as to whether we should use KEV or MAL for this. Jon reminded us that the PAC planned to pay for this for the current year. Breakfast would be about \$600.
 - Shannon suggested getting teachers a gift – perhaps using the budget for Sport/Skills Development (\$1000). Around \$25-\$50 per teacher. Staff totals 24 individuals - there are 14 teachers, 6 EAs, 2 caretakers, Leanne and Leah. Leanne is happy to find out what gift cards would be most appreciated by teachers.
 - Una asked about using some funds for Christmas Hampers for families in the community – Leanne still has \$800 in Save-On gift cards, which would cover what we're missing for hampers (from missing Christmas Market funds) in combination with half the funds raised from Purdy's and the mask fundraiser.
 - ACTION: We will use funds from the Sports and Skill Development budget and the Field Trip budget to pay for the teacher gifts and pancake breakfast.
- There will be a Christmas concert, but Leanne is trying to navigate how to share this. Each division has been working on their own songs. The plan is to record December 8th and 9th in the school and the hope is to share it with parents via a yet to be decided format.
- Janice suggested spending some money on plexiglass surrounds for student desks – she is happy to look into this if there is enough interest. She will get back to us with more information.
- Leanne has inquired about the donation letter we have sent home in the past. Do we want to go ahead with this year given the economic climate? Jon suggested that we can go ahead with it.

Treasurer's Report:

- Samantha has no updates.

Volunteer Coordinator (Jenny):

- There was another staff appreciation last month by Division 6, which went smoothly. Everything was prepackaged.

DPAC (Jenny and Shannon):

- Jenny attended the last DPAC meeting which mostly focused on COVID safety in schools. Jenny will forward the minutes to Serena.

Munch-a-lunch (Una):

- The mask fundraiser is active on MAL

- Una thanked Jay for doing such a great job of putting the emergency kit information on MAL.
- Una asked whether we could use KEV for fundraising purposes for PAC in order to save on fees. Leanne will look into this. This would only go into effect for next year, if it is possible, as we have already paid for MAL for the current school year.

Hot Lunch (Jay):

- Nothing to report at this time. No new updates from the district.

Safety Coordinator (Janice):

- Now that we have had 3 COVID-19 exposures and 6 cases, Janice would like to suggest that all PE classes and singing classes be held outside. Leanne explained that teachers are already doing this as much as possible, in addition to doing a lot of sanitizing and handwashing. Leanne also emphasized that class sizes are quite small at the moment, which helps with social distancing. Singing is also permitted inside as long as students are distanced and facing the same direction (not towards each other).
- Leanne also mentioned that the doors are now all being locked, which may be a bit of hassle for kids coming in late.

Merchandising Coordinator (Phalguni)

- Phalguni showed some of the masks that are currently for sale on MAL and talked about some of the features (adjustable, soft yet durable material, made by Stormtech). Some are better fitted for children. The logo will be screened on, not embroidered. We need a minimum of 12 orders to go ahead.

Social Coordinators (Anita and Lindsay)

- Anita was talking to Leanne about possibly having an online talent show. Anita will connect with Lindsay about how they could move ahead with this.

Emergency Preparedness (Jay):

- Emergency care kits have arrived. We just need to figure out what the price point will be before we put it out on MAL.
- Jay also created another fundraiser on MAL, where people can contribute \$1 at a time, whenever they choose to donate. Una reminded the PAC that there are administration fees associated with donating on MAL, however if they donate directly to the school 100% goes back to the school.

Fundraising

- Shannon asked whether popcorn days could possibly go ahead – Una said our popcorn might be expired, Janice suggested using chips...
 - Leanne says the making/distribution shouldn't be too much of an issue as volunteers can stay in the kitchen in the gym and distribution can be done via staff. Leanne said she would be comfortable with starting something like this in the new year.
- FlipGive – we received a \$500 donation.

- Fundscrip – too late to go ahead with at this point before Christmas, we will contact Elizabeth Fry to see if they still want to put in their order, which gave us over half of our proceeds last year.
- Family Take Out Night – Jenny suggested a fundraiser where all families order from one restaurant and some of the profit goes back to the school. This could be a different way to do hot lunch. Samantha suggested we could do a pre-order on MAL so that small restaurants do not get overloaded. Alternatively, we could choose a few restaurants on one night to avoid this problem. Anita suggested supporting some smaller, more local businesses.
 - Many members were on board with supporting more small, local companies in general.
 - Samantha will contact a couple of sushi places, Jenny will contact a pizza place. Jay will ask a Facebook group.
 - Jon will put a message in the newsletter asking if any business owners would like to collaborate with the PAC (we would promote sales of their product/business, in exchange for a percentage of their sales).
 - We will try and coordinate for December
- Jenny has booked a Spring photoshoot with Amy Williams for April 10th and 11th.
- Purdy's – a parent inquired as to what would happen for pick-up if schools shut down early. Una suggested a drive-through pick-up. Leanne has said the gym can be used for sorting, provided a date is set and proper PPE is worn.

Communications Coordinator (Jon)

- Jon has been updating the newsletter with any PAC news weekly. If you are contributing to the newsletter, please Jon know so that he is not repetitive in his update.

Parent Education Coordinator (Shannon)

- Shannon booked Saleema Noon for April 27th (for parent online Zoom portion) and April 28th (for the live online Zoom event for the classes).

New Business

- Our next meeting is being moved to Thursday, December 3rd, it will be a short meeting to touch base on fundraising.
- The March and May PAC meeting dates conflict with Montgomery Middle, so we will move the two meetings to Tuesday, March 9th and Tuesday, May 11th.

Old Business

- Executive Positions still needing to be filled:
 - Fundraising Coordinator

Motion to adjourn: all

Time: 9:00

Next Meeting: December 3rd at 7:00 pm via ZOOM

