

# École Rochester Elementary PAC Meeting Minutes

---

Wednesday, March 9, 2022

In-person and MS Teams

## **Call to order at 6:30**

Attendance:

Executive: Lucia Sousa, Brenna, Grace, Jill

Other attendees in-person: Cheryl, Erica, Amber, Dana, Will, Elham

Online: Shaila & Tauhid, Frida, Meena, Tim

Regrets: Vanessa

## **Agenda:**

- Call to order
- Adoption of agenda – 3 min
- Adoption of previous minutes: February 9 - 2 min
- Chair's welcome – 5 min
- Principal's message – 10 min
- Treasurer update – 5 min
- Communications with PAC executive – 5 min
- DPAC update – 5 min
- Grade 5 leaving committee update – 5 min
- Fundraising update – 10 min
  - a. Neufeld farm
  - b. Easter Purdy's
  - c. Produce boxes
- Hot lunches – 5 min
- New business – 5 min

## **Adoption of agenda**

- Motion to adopt the agenda. Moved: Lucia, Second: Brenna, Carried.

## **Adoption of previous minutes**

- Motion to adopt the minutes from the February 8 meeting. Moved: Lucia, Second: Brenna, Carried.

## **Co-chair's welcome**

- Lucia welcomed people to the PAC meeting. Parents briefly introduced themselves

## Principal's message

- February was short but busy.
- A number of invitational activities were offered for teachers: Pro-D, early dismissal, Carnival which some teachers did and some didn't.
- Black History Month: music from Canadian black artists played on the PA.
- RAC (real acts of caring/random acts of kindness): Bingo like last year, some classes did something for another class.
- Ukraine crisis: many kids and staff are impacted/connected in some way. Have had conversations about it. Alison Wagler taught in Ukraine and made connections. Activities: post-its for peace, messages of hope.
- Protocol changes: we are looking to expand opportunities to connect in-person.
  - We have had small group staff meetings by grades, which led to good, in-depth discussions.
  - Lists of what things were done pre-COVID at Rochester, and what staff had done at other schools that they liked. They are deciding what they want to do March to June and what to keep from September on, and what to take off their plate. These will be messaged at future PAC meetings.
  - Buddy work (academic buddies, grade buddies) and family groupings (mixed groups of children from different grades and language stream) are returning
  - Maillard kids (helpers at lunch) are coming back.
  - K/1 co-teaching and farming out: separate the grades so grade ones can concentrate on academics.
  - Field trips: buses are still an issue. K/1 English team will be taking a walking field trip.
  - Schedule returns to common lunch & recess times after spring break.
  - Parent volunteers can come back in some classes depending on valid criminal record check
  - Spirit squad / leadership can restart now that breaks aligned
  - Como Lake Relay practices are starting after spring break. The District has decided that the schools will not gather all together at Como Lake.
  - Visitors are still signing in at the office, but not for contact tracing.
  - Terry Fox Run will be on April 14 (staff voted to do it in the Spring). Will be in September next year. Classes have started building up to the run.
- Articulation with Maillard: trying to do as much as possible in person. We are hoping to do an in-person Gr. 5 assembly, maybe a parent night, and Gr. 6 for a day in June.
- Articulation within the school: starts after Spring Break. It's difficult because it depends on staffing and enrolment which is not static in this neighbourhood.
  - Want to do a connecting to kindergarten in the evening to welcome new kindergarten families.
  - A parent mentioned and there was discussion about the community barbecue that used to be put on by staff and funded by a grant from RBC (one of the parents was an employee)
- I emailed the grade 5 teachers. The grade 5s will go to Sasamat on May 10 and we're looking ahead to leaving ceremony with parents, whether inside or outside.

### **Treasurer's update**

- Treasurer reviewed the financials and balance sheets
- Pizza and produce are in the works.
- As of March, Bambora is making automatic deposits from hot lunches.
- There was a bonus deposit from Purdy's.
- Pancake breakfast was the last community event. Another one is planned: hot dog day. Question about when it would be. It still needs to be coordinated with Shannon.
- Planned spending on an outdoor sensory path between the k/1 rooms and the main building. Question about what a sensory path is. Cheryl led an in-person & virtual tour of the indoor sensory path and the Self-Regulation Room.
- The bank deposited the Global Coffee fundraiser and Purdy's to the grade 5 account in error. This was corrected by e-transfer to the general PAC account.
- A deposit for Sasamat was written.

### **Communications with PAC executive**

- Request for a weeks' notice for cheques as they need to be signed by 2 members and the treasurer isn't often on school grounds. Question about whether cheques or e-transfer is preferred. E-transfer is easy. Cheque or e-transfer is fine.
- Discussion about how to document/track Gr. 5 fundraising should be done. It was decided that if there are 2 parents both counting and signing off on full documentation of cost and amount raised. The documents, including receipt and final amount of funds raised would be handed to PAC treasurer.
- Explanation as to why documentation needs to be so exact is because the PAC received a letter advising that the last two years the gaming funds were not all used properly, and the PAC wants to remain eligible for the gaming grant. Question about whether it was possible to see the letter. PAC executive can share the letter.
- Question about why PAC is fund raising because bylaws indicate PAC is not to be only a fundraising body. Discussion about the purpose of fundraising. The budget was approved by PAC in September. Some things were planned but not allowed to proceed because of COVID.
- Meena offered to create an advertisement for why it's important for parents to come to PAC meetings.
- Cheryl tries to balance the number of emails sent. Cheryl and Lucia working on a framework including scope and sequencing for next year. PAC newsletter could be combined with dates in School biweekly newsletter. Joanne will share draft 2 days in advance so that PAC executive can ensure the PAC dates are included.

### **DPAC update**

- No update. Jill was not able to attend the last meeting.

### **Grade 5 leaving committee update**

- Today was Krispy Kreme, \$1,000 raised.
- Me 'n' Eds on March 30<sup>th</sup>, will receive 20% of orders back
- Freezie and Candy sales during lunch
- Chipotle (PoCo near Costco) May 2 between 4 & 8, will receive 30% as long as at least \$150 sales
- Canucks game 50/50 sellers April 12 and/or 14 (depending on Maillard). Need to provide 10 people to sell 50/50 tickets to receive \$1,000.
- Fee of \$40 per parent. There's an opportunity to donate for another child. All children will attend.
- Motion: I propose that the grade 5 leaving ceremony is provided \$1,300 (65x\$20) from gaming. Any unused gaming money will go back to the general gaming. Motion: Will, Second: Lucia, carried.

### **Fundraising update**

- Neufeld farm – Vanessa is running
- Easter Purdy's – Vanessa is running
- Pickup for Neufeld and Purdy's is same day.
- Produce boxes – 6 boxes were donated to families. Last time, 9 were. Question about how many were sold. 44 were ordered. We made \$264.
- Spring plant sale – many parents said they wanted one.

### **Hot lunches**

- Hotlunch.net is a new system to the PAC. We have spent hours trying to figure out how it works.
- Once items are entered, they will stay there and don't need to be re-entered the following year.
- Next one is White Spot on April 12.
- Grade 5s were offered a hot lunch following the White Spot one.

### **New business**

- None

**Meeting adjourned** at 8:44 PM

Next meeting will be on April 13, 2022.