



**Central Community Elementary School  
Parent Advisory Council – General Meeting Minutes  
January 12, 2022**

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**ATTENDANCE (via Teams)**

<b>Chairperson:</b>	Bruce Catterall	<b>Fundraising Coordinator:</b>	Daniella Munroe
<b>Treasurer:</b>	Colleen Fee	<b>Communications Officer:</b>	Carmen Zukewich
<b>Secretary:</b>	Leanne Francis	<b>Central Principal:</b>	Sean Della Vedova
<b>DPAC Representative:</b>	Jessica Ellam	<b>Members at Large:</b>	Anna Olson

**1. CALL TO ORDER**

Bruce called the meeting to order at 7:04 pm and read the Territory Acknowledgement. In accordance with the Constitution & Bylaws of the PAC, the quorum requirements had been achieved and the meeting proceeded.

**2. APPROVAL OF AGENDA**

There being no errors or omissions, it was then **Moved** and **Seconded** to approve the agenda of the meeting, as circulated. **MOTION CARRIED.**

1. Daniella Munroe.
2. Colleen Fee. Approved.

**3. APPROVAL OF MINUTES**

There being no errors or omissions, it was then **Moved** and **Seconded** to approve the minutes from the December 8<sup>th</sup>, 2021 General Meeting, as circulated. **MOTION CARRIED.**

1. Jessica Ellam.
2. Daniella Munroe. Approved.

**4. PRINCIPAL'S REPORT**

**Covid 19.** Omicron arrived in December. This led to a delayed start for the students. During this time, the school (and district) fine-tuned the Covid protocols, including the Functional Closure process – a Functional Closure can be triggered by either staff absences (where a school closure will be determined by the district) or student absences (where a school closure will be determined by the Fraser Health Authority). It is important to remember that all schools must adhere to the school district mandate.

Staff AND students have been fantastic at respecting the process & rolling with the changes.

**Water Damage.** During the winter break, a broken water pipe caused the Multi-Purpose Room and half the gym to be flooded. As such, the Breakfast Program has been moved to the Strong Start location. Damaged drywall is to be replaced, but the gym is a work in progress – depending on the extent of the damage, the gym could reopen in 2 weeks, or in 2 months (if the floor needs to be replaced).

**Black Ice.** With the recent cold snap, the volume of black ice around the school has been shocking. Staff have been working to ensure everyone's safety.

**Welcome Back Assembly.** An online assembly was held on Monday, January 10<sup>th</sup>. Covid 19 protocols were reviewed with the school, new staff were welcomed to the school (Ms. McClelland & Ms. Kim), and long-time staff were recognized (Ms. Pachal & Ms. Oun).

**Safe & Sound Award.** Sean is preparing a new award to be given out weekly to students exhibiting safe behaviours. The trophy will stay in the classrooms (i.e. it will not be going home with students). This program is to be initiated in late January.

**Upcoming Activities & Events.** Choir will be back up and running next week. After School Programs will begin shortly – these are still permitted, as we are able to space the students appropriately. Kindergarten Registration will begin (via an online platform) on Feb 1<sup>st</sup>. Student-led conferences will be coming on Feb 16-17. Drama workshops for the students, presented by the Young Actors, will be coming soon.

**Celebrating Central.** The next online assembly will be held on Jan 28 at 2:00pm, celebrating students and their learning, and the supportive community.

**School Goals.** Sean reiterated that 2 of the main goals for the school this year include Reading Comprehension (including building student confidence in reading) and Self Regulation.

## 5. CHAIRPERSON'S REPORT

### BCTF Presentations for Parents

Our request for the Advocating for Your Child workshop was approved, and will be held Wed Jan 19<sup>th</sup> at 7pm.

The facilitators of the workshop, Donna Bulmer & Manjit Torrance, joined us for a brief discussion in order to determine the largest concerns that the parents in our community have with their child's education. Ideas discussed included Special Needs, IEPs, Bullying, managing social situations/interactions (feeling left out), contending with homework / online learning, and managing gender "roles".

### Body Science Workshops

Sean was able to locate 3 other vendors that might be able to provide body science workshops for our school, including Shift Education, Options for Sexual Health and Choices for Sexual Health. Bruce will reach out to these groups for more information.

### PAC Document Repository

Bruce continues to review the structure that we will use to present our folders and files on the PAC section on the school website. This is a work in progress.

### Candy Canes

On Dec 17, the school gave each student a candy cane before leaving for the winter break. Courtney Catterall was able to secure the 400 canes from No Frills. The proprietor was happy to help & would like to collaborate with us in the future. We also received 400 mini candy canes from Save on Foods. These treats were given to the school to be used as Sean sees fit.

## 6. TREASURER'S REPORT

### Balance Sheet:

The balances at the end of December were:

• operating account balance	7,612.77
• gaming account balance	10,608.53
• accounts receivable balance	0.00
• accounts payable balance	0.00
• the total balance sheet was	18,221.30

### Income Statement:

#### Operating Account

At the end of December, we have a surplus of \$1,674.73 as compared to budget. This surplus is because we have deposited proceeds from our fundraisers, but we have had no expenses yet.

#### Gaming Account

At the end of December, we have a surplus of \$6,247.06 as compared to budget. This surplus is because we have received our gaming grant, but we have had no expenses yet. The invoices for the Spirit Wear and S Vibe hip hop workshop will be coming soon.

## Accounts Receivable / Payable:

Sean will provide us with the figures for the S Vibe Hip Hop workshop, and the flags purchased for the Remembrance Day ceremony so that we can prepare the necessary cheques. Colleen will also determine the costs of the Spirit Wear.

The balances at the end of December were:

- accounts receivable balance 0.00
- accounts payable balance 0.00
- netted together, the total AR/AP 0.00

See **Appendix A** for specifics of the monthly report.

There being no errors or omissions, it was then **Moved** and **Seconded** to accept the financials for Dec 31<sup>st</sup>, as presented. **MOTION CARRIED.**

1. Jessica Ellam. 2. Daniella Munroe. Approved.

## 7. DPAC REPRESENTATIVE'S REPORT

There was no meeting held in December. The next General Meeting will be held on Wed Jan 26 at 7pm, and will include a presentation by the BC Bereavement Helpline

**Parent Education Events.** The DPAC is hosting a series of parent education events this year. The calendar includes:

23-Feb-22	Community Gaming Grants
02-Mar-22	Fraser Health
30-Mar-22	Foundry BC
27-Apr-22	Indigenous Awareness Canada
04-May-22	Anxiety Canada

## 8. FUNDRAISING COORDINATOR'S REPORT

Bottle Drive:

Prior to the winter break, Leanne & Carmen prepared the packages – each student received a Ziploc bag containing an instruction sheet and a clear, labelled recycling bag. Parents just need to fill up the bag & drop it off at one of the Return It depots.

So far, approximately 24 bags have been dropped off, with earnings of about \$181.15. But, bags continue to trickle in. Based on the time & cost to execute this fundraiser, this is a success! Perhaps we should do it again around Spring Break, and reach out to No Frills for donations of clear bags & Ziploc bags. To be discussed at the next meeting.

Restaurant Night:

Carmen has set up our restaurant night with Chipotle on Jan 26th. The PAC will receive 33% of all event sales. A flyer will be sent home with the kids, along with email reminders & postings on our Facebook page.

Seed Sale:

Last year, we ran the sale with Make It Sow in February, with seeds delivered by spring break. Carmen and Bruce will explore the details of this year's sale further, including determining if funds can be deposited directly to our account.

Meridian Meats:

Perhaps in April / May, we could do a Meridian Meats gift card sale, just ahead of Mother's Day / the May Long Weekend / Father's Day / BBQ season. To be discussed further.

## 9. COMMITTEE REPORTS

Conflict & Bias Committee:

Nothing to report.

Recycling Committee:

Recycling of the school's returnable items has recommenced. Our account currently has a balance of \$256.75. Daniella has updated the password for the PAC account at the Return It depot, and will communicate the details to the Executive.

## 10. OLD BUSINESS

### PAC Representative vacancies:

We are looking for parents to be **Division Representatives** to join the PAC. These are parent / guardian volunteers from each classroom division who simply ensure that any questions & concerns from their particular division are addressed at General Meetings. For more information, please email the PAC.

In the spirit of succession planning and cross-training, Bruce asked for volunteers to chair a general meeting in the future – offering the PAC members a chance to practice running a meeting. While there were no volunteers for the February meeting, PAC members are encouraged to consider the offer for the March meeting.

### PAC Facebook page and Email account:

Parents are encouraged to visit the PAC Facebook page at:

<https://www.facebook.com/Central-Community-School-175324962664695>

If you have any questions or concerns for the PAC, please email us at:

[centralcompac@gmail.com](mailto:centralcompac@gmail.com)

### Grade 5 Leaving Committee:

By Spring Break, we will begin sending emails to families of grade 5 students, asking for volunteers for our Grade 5 Leaving Committee to plan Grade 5 leaving functions (e.g. field trips, leaving ceremony). If anybody is interested in volunteering for this committee, please feel free to attend the next meeting in February. For more information, please email the PAC.

### Grade 5 Hoodies:

Due to supply chain challenges as a result of the flooding during the Nov 13-15 atmospheric storm, delivery of the hoodies will be delayed until the end of Jan 2022. This delay could not be anticipated or avoided, and is strictly due to external factors beyond our control.

### Spirit Wear:

The sizing of the students and staff is complete. Colleen just needs sizes for the PAC to complete the order. Due to supply chain issues, we will likely receive the shirts at the end of Jan 2022.

### AV System:

Through one of his contacts, Sean secured a quote for a new system. It will be arriving in the near future.

### Tent Canopies:

Bruce received the quote from Impact Canopies Canada (<https://impactcanopy.ca/>). Their quote is more expensive than expected. If we just want to go with a basic canopy, with no logo/branding, it might be cheaper for us to go with a different vendor. Daniella has a contact that performs such branding. She will do some research and report back to the PAC.

### School Jerseys:

Sean reviewed the condition of the school jerseys used at district track meets. They are in satisfactory condition, and do not require replacement at this time. At future meetings, we can look at how the PAC can help subsidize other sports equipment purchases.

### Hot Lunches:

Based on the current Covid environment, there is no appetite for these ventures at this time. To be discussed further, once the provincial Covid guidelines change.

