



**Eagle Ridge Parent Advisory Council (PAC)  
Meeting Minutes  
Tuesday November 2, 2020 6:45pm via Zoom**

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In Attendance: Don Hutchinson, Tara Lyons, Amanda Weber, Melissa Fisher, Jenifer Short, Jennifer Dolsen, Maribeth Pearson, Tracey Schaeffer, Lisa MacDonald, Jennifer Husband, Dave Yan, Erin David, Jason Ocnas, Sam Leung, Stella Pepper

**1. Call to Order and Territorial Acknowledgment** – Tara Lyons

**2. Approval of Agenda**, approved by Melissa Fisher and seconded by Tracey S

**3. Approval of October 6/2020 meeting minutes**, approved by Jen Short, seconded by Melissa Fisher and other hands

**3. Principal's Report** – Don Hutchinson

- Oct in review: Orange Shirt Day, student photos. It was a quiet month with a quieter Nov expected

- November events: virtual assembly for Remembrance Day on Tue Nov 10, Mr Botero shared what he is working on and its impressive

- Info to share: Christmas Concert update, there will be no formal school wide concert but each class will be working on their own event

- Covid19 Exposure update: There has been several exposure events in the district, but non at Eagle Ridge. There are two ways that the school could be notified

1. The family could notify the school, this would help with quick tracing and cleaning of the school

2. Fraser Health notifies the District/ School

- If there is an exposure notification, a formal letter will go out, fortunately we've not had to write one yet

\* Reminder for parents and caregivers to keep physical distance at drop off and pick up, student safety is priority

PAC expressed appreciation of the administration during this time – is there anything the PAC can do to support the school IF an exposure event takes place? There is a process that the admin and the district have which will be a lot of work including lots of staff, parent and community communication, and the need for tracing of anyone in the school including facility workers, staff ect. Will turn to PAC if needed

Discussion regarding what to do if there is an exposure, watch for symptoms and follow public health orders. Discussion about Exposure VS cluster VS Outbreak

There is no set threshold of cases that will close schools. We had a parent discuss example of how they were notified on a school exposure when they may have been working.

#### **4. Executive Committee Reports**

##### **a. President's Report – Tara Lyons**

- not a lot to share in this first meeting as President. Lots of efforts have been put into fundraising activities / planning for upcoming events for the school year

- PAC to pay for and looking into ground prep and grants available for the ground prep for the new "little rock" river rock play area on order (replacing old wooden playground)

- \*\* Melissa advises us on the \$11,500 in the playground account that can pay for this

- Tara is a member at large on DPAC and introduced a community-based district level initiative / committee being formed on equity, diversity and inclusion; Let Tara know if you want more info
- PAC is interested in making sure that parents have a voice and we really want to do a better job at getting parents more involved and heard, the on line format may bring opportunities, and we are looking for ideas to bring more involvement to the group
  - o Sign in sheet question added for what parents want discussed at PAC meetings
  - o We need to engage new parents, hard during Covid. Letter to draft for engaging Kindergarten parents (Jen D) – can we add these to K weekly folders
  - o PAC will host an Orientation to Zoom, host before a PAC meeting to introduce
  - o We discussed Class reps
  - o We discussed more interactive/ engaging Zooms, offer a price/ contest, coffee cards
  - o Mentimeter is a free online question platform for Zoom interaction
  - o So many emails, lets go low tech, sandwich boards
  - o PAC meetings for the rest of the year will be set this week so parents/caregivers can hold meetings in their calendars

##### **b. Treasurer's Report - Stella Pepper**

General Account Balance: \$11,084.97 ; paid munch a lunch fee \$336.00

Playground Account Balance: \$11,540.53

Gaming Account Balance: \$24,025.64 ; gaming grant received in Oct, river rocks deposit paid

Adjusted General Account: \$10,572.97

Adjusted Gaming Account: \$24,025.64

c. DPAC Report - Jen Dolsen

- DPAC is open to all parents, nice since its Zoom at this time
- Superintendent reviewed restart plan and confirmed that school is best place for Kids
- Government has made huge investments in health and safety to keep schools open
- discussed exposure protocol (see above)
- handwashing info, soaps, lotions and products used must be / are district mandated
- discussed 2025 plan, focus on numeracy, literacy and STEM
- PPE masks are being returned to the schools emergency kits at the Districts expense
- Upcoming DPAC guest speakers; Anxiety with Kids and Talking about Racism

d. Fundraising Report – Jen Short

- Poinsettia fundraiser live, \$739 PAC profit to date; Friday is the close, last push should be word of mouth “email fatigue”. Jen will reach out to get help for pick up Day Nov 24
- Art 4 Kids: art done in class produced on merchandise for sale in time for Xmas, order on line
- Purdys Fundraiser, big one in the past, catalogues to go out with students next week
- Tentative: Global Coffee fundraiser, online platform, will ship to home
- Ongoing Facebook Initiatives: Chapters, Thriftys smile card, Mabels labels, Cobbs Suterbrook, Flip Give, Barnett Bottle Depot
- Bottle drive in the spring (tentative), spring flowers MORE IDEAS WELCOME!
- Nov. 16-30 online auction and raffle (led by Jen Husband and Kirina S). solicited vendors including breweries, spas, local trainers.

## 5. Committee Reports

a. Hot Lunch / Treat Days – Melissa Fisher, Maribeth Pearson \*not happening at this time

b. Traffic & Safety Committee – Tracey Schaeffer

- discussion regarding intersection at Guilford and Falcon. There has been a city study done who only gave us a delay light but that was done during Covid19, there is more traffic now, perhaps the city can revisit
- PAC wishes to see a no turn on red light, safety stripes, improved school zone signage or a crossing guard to make safer
- Mr. Hutchinson will contact the District about the feasibility of a crossing guard

c. Website & Newsletter / Parent Communication – Jennifer Short, nothing to report

d. Emergency Preparedness Committee – Vacant

e. Parent Education – Vacant

f. Grade 5 Committee – Vacant

## 6. Old Business

- New river rock structure on order. ETA/ Delivery update – Mr Hutchison will check on ETA, we will need to do wheelchair ramp after

## **7. New Business / Updates**

- PAC requests action on the prickly bush removal. Mr Hutchinson to request work order
- The red and blue playground drainage issue needs attendance, especially considering the time of year. A contractor has been to look but recommendations are pending, Mr Hutchinson to follow up
- The teacher payments will be motioned in December after some Winter fundraising is completed. Teachers should start to gather receipts and this will be revisited Dec / meeting.

## **8. Motions:**

1. Motion put forward to amend motion 2. PAC motions to amend the motion from using \$5000.00 out of the general account to using \$5000.00 out of the playground account to pay for the ground preparation costs for the new river rock based structure – approved by Jen S, seconded by Jen H, no opposition, motion is passed
2. Motion to approve use of \$5000.00 from the playground account for ground preparation costs for the new river rock based structure. – approved by Lisa Pope, seconded by Jen S, no opposition, motion is passed

## **9. Important Dates**

- a. Next PAC and DPAC meeting dates – To Be Announced
- b. PAC will be announcing consistent and set meeting dates for the year once they are confirmed. These will be on the website  
<https://www.sd43.bc.ca/school/eagleridge/Parents/PAC/Pages/default.aspx#/=>

## **10. Adjournment**

*Thank you for attending the Eagle Ridge PAC Meeting. We appreciate all of our parent and caregiver volunteers!*

*If you would like to add an item to a future agenda, please send your request to item 2 weeks prior to meeting.*