

Carnarvon Parent Advisory Council
General Meeting
January 25, 2021

APPROVED MINUTES

Members Present: Lisa Tautz, Sherri Morrison, Nicole Ricci –Stiles, Carole Barclay, Brenda Tang, Barb Thody, Francie Kaplan, Chris Thom

Staff: Sarah Dash

The meeting was called to order at 7:05pm

1. **Introductions** took place.
2. **Minutes Approval.** Sherri Morrison moved to approve the minutes from the last two PAC meetings in October and November. Nicole Ricci-Stiles seconded the motion and it was unanimously approved.
3. Sarah Dash gave the **Principal's Report** making us aware of the following:
 - a. Starting next week, there will be an adjustment in the policy on symptoms required for COVID testing before returning to school.
 - b. The school is still encouraging mask wearing and asks children to come to school with 1 – 2 masks. Parents are requested not to gather at drop off/pick up and to wear masks when they come to the school grounds.
 - c. CSL reports will be sent home with the children this week.
 - d. FSA testing for students in Grades 4 and 7 has been delayed again until February 15 – March 12. Students can write it at home or at school.
 - e. The students participated in Anti-Racism Day on February 15th in recognition of Martin Luther King Jr.'s birthday. Students wore black shirts to show their support and attended virtual assemblies.
 - f. Classes will be switching this week – those that had library for the first half of the year will now have music and those that had music will now have library. Ms. Lui's class will continue with music.
 - g. Many parents have been parking illegally in front of the school at drop off and pick up times. To prevent this the Grad 7 students have been putting orange cones out in front of the school. In addition they've created a parking safety video which will be shown to all the children as well as shared in the

next school newsletter. Please obey the parking rules as signed for the safety of all children.

- h. We have used our Outdoor Learning grant and booked 2 workshops with Ingrid Science for the students in May, one in Math and one in science.
4. Carole Barclay shared the **Treasurer's Report** showing the balances in our various accounts. Due to limited fundraising this year, funds are limited. We got an unexpected invoice from VSB for refillable drinking water fountains for an \$5k, We had replaced the water fountains due to lead in the water 2 years ago. Parents had decided to pay for replacing the fountains right away instead of waiting for VSB to do it. There was a delay in receiving the final bill, and we only received it this year. Unfortunately, the previous treasurer didn't allot for the remaining \$5K. We will vote at the February 15th PAC meeting to approve this outstanding payment which is owing. The PAC proposes that we use our Legacy Funds account (currently with a \$7K balance) to pay this bill. The legacy account is meant to be spent on big things that will last. Another thing to note in the budget is that the Operating fund of \$7,272 is entirely money that was prepaid by parents for hot lunch. If we don't resume hot lunch this year, we'll need to offer reimbursement to families or ask families to donate that money. We can offer a tax receipt for donation of that money if it is over \$20 or give refunds to those who prepaid. We will ask the hot lunch committee to make a recommendation on how to handle the reserved funds at the April PAC meeting. In March last year, we refunded some hot lunch money, only to those with more than \$200 and a few who were in financial need.
5. **Invoice Approval** – Nicole Ricci-Stiles made the motion to approve payment of a \$200 subscription for Music Play for K- 7 classes. Sherri Morrison seconded the motion and it was unanimously approved.
6. Lisa Tautz gave the **Chair's Report**. The gaming money grant that we received has to be spent on extra curricular sports and performances. We get 2 years to spend it. We need to submit a report in June to the government to show how the money was spent. We will look to the teacher wish list on what to spend gaming money on. Lisa will prepare ideas, put them in agenda and then we'll discuss and vote in the February PAC meeting.
7. **Direct Drive Report**- Nicole Ricci-Stiles reported that we have raised \$10,000 so far for the direct drive. Most donations were open but a few asked to be directed specifically toward class funds, library and technology/ computer/iPads. Carole, Sarah and Nicole will work to allocate properly. There were 29 contributions received so far.

8. **Support-a-School Fundraiser Report** - Sherri Morrison reported that our PAC to PAC fundraiser had a goal of \$1000, and we actually raised \$1655. We still need to decide which school to donate the money to. Sarah and Lisa to coordinate getting it to a school in need.
9. **DPAC Update** - District PAC would like parents to know about VSB's Long Range Facilities Plan. Due to declining student enrollment, the first plan was toward potentially closing schools. DPAC would like any parents who might be interested to follow along and contribute to the conversation. There is a big budget shortfall for upgrading all those schools.

10. Other Business:

- a. Children can bring commercially prepared Valentines candy/distribution. A note will go out in the next newsletter.
- b. Chris Thom followed up on the traffic concern about parking illegally during the afternoon at pick up. Sarah Dash will see if some grade 7s can stay after school until 3:15pm to bring the cones in after school instead of bringing them in at recess as they are currently doing. Sherri Morrison will call the city to ticket cars in the afternoon that are parking illegally. Chris will contact the city about getting the curbs painted and let us know where he gets. We could put up more signage i.e. in the trees on the school property. Nicole Ricci-Stiles will follow up with city about adding more speed limit signs on 16th. Barb Thody will follow up with Kits Community Police/Vancouver Connect App to make another bulge at Mackenzie and 16th. We will put a note in the next email to parents asking others concerned about speeding along 16th Avenue to reach out through the Vancouver Connect App.
- c. School photos – Sarah will inquire with VSB to see if this is scheduled; otherwise we will do our own plan if no official photos and advise in February.
- d. We have transferred signing authority on the bank account to Sherri Morrison, Carole Barclay, Francie Kaplan and Lisa Tautz. 2 signatures are required to sign any cheque. We also have new e-transfer approval with 2 approvals.

11. **Adjournment** - The meeting was adjourned at 8:30pm.