

**Shaughnessy Elementary
Parent Advisory Council (PAC) GENERAL
Meeting Minutes**

October 9, 2020
(Virtual Meeting via Zoom)

In Attendance

Shaughnessy Administration
Dorothy Watkins, Principal

Shaughnessy PAC Executive
Arshnoor Manavi, Chair
Aileen Chen, Treasurer
Angela Masongsong, Secretary
Sandra McPeake, DPAC Rep

PAC AGM 2020 minutes reviewed – approved by Liz Goepel and Aileen Chen.

Agenda adopted by Sandra McPeake and Liz Goepel.

Meeting called to order at 10:07

Administration Reports

Ms Watkins acknowledged Shaughnessy staff and students rising to the challenge of this particular school year with its unique challenges.

Events already held at the school to date:

- Spirit Day – Shaughnessy 101 Years (Black & Gold)
- Terry Fox Run
- Orange Shirt Day

All-Weather Preparedness

As students will need to be outside more this year in order to maintain health and safety protocols, please ensure children are coming to school prepared for the weather (ie rain, cold).

Parking, Traffic

The City of Vancouver is doing more drive-bys to ensure bylaw enforcement around the neighbourhood. Please ensure you are following the traffic flows for drop-off and pickup as outlined in the Parent Handbook & Calendar.

2019-2020 Yearbooks

Almost all of last year's yearbooks have been distributed. Any students in option 4 who ordered a yearbook last year will receive it in their learning packages being handed out.

Academics

As this is a very particular school year, unless you are specifically asked by your child's teacher to give attention to specific academic needs, please focus on parenting and supporting your child's overall wellbeing, including their mental health.

PAC Reports

PAC meeting minutes have usually been posted on the PAC Bulletin Board inside the school. However, given parents/family members/caregivers will not be entering the school this year, it was discussed that minutes will now be posted to the school website.

Treasurer's Report

Aileen summarized the full report for the month ending September 30, 2020, including the balance sheet, income statement, cash flow statement and next year's budget. The full report is available upon request to any parent at Shaughnessy; to request a report, please email shypacchair@gmail.com

Direct Donations

In current years, Shaughnessy Elementary PAC has done a one-time direct donation drive instead of several fundraisers throughout the year to raise money. Contributions are optional, and every family still remains members of the PAC regardless.

Motions for PAC Spending

The following motions were reviewed and voted upon with a majority result to move forward with each:

1. Division Distributions

Every year PAC provides each division – along with music, art, resource, and library – with funds each teacher can use as they see fit for their classroom needs. ☐ *The motion put forward was to provide \$200 to each of the 19 divisions (plus music, art, resource, and library) for a total of \$4600.*

2. Teacher Gifts in Lieu of Staff Appreciation Dinner

The history of the Staff Appreciation Dinner was reviewed ☐ an event the families put on typically this time of year as a way to acknowledge our gratitude to the staff; families contribute meals/dishes while a couple of the PAC executive organize the staff room for this event. As we will not be able to hold the event this year due to the current health and safety protocols, we would still like to acknowledge our appreciation to the Shaughnessy staff, especially given the significance of this particular school year. ☐ *The motion put forward was to provide all staff (teachers, resources, administration) with a small gift box from Purdy's Chocolates for a total spending of \$554.40*

3. Primary Water Fountain

The main and upper levels of the school have already had water-filling stations/water fountains installed. However, the lower primary floor remains without its own. *☐The motion put forward was to spend \$4800 for the installation of a touchless water-filling station/water fountain on the lower floor.*

4. Yearbook Committee Loan

In current years we have provided the yearbook committee with a loan in order to pre-pay for the order as it allows us to receive a 5% discount; this discount in turn is passed down to the family's purchase price of a yearbook. It is a loan and is repaid after the yearbooks are sold. *☐The motion put forward was to provide the yearbook committee with a loan of \$10,671.*

**** Voting:** There was a question around voting, and if it is 1 vote per family (as multiple family members may be attending PAC meetings); given the vote today was a significant majority (95%), they will move forward *☐however, Arshnoor will review the PAC bylaws and provide clarification to this item at the next meeting.*

As well, it was discussed that future virtual meetings may proceed via registration in order to ensure transparency around attendance and voting.

Earthbites

Starting in 2016, this is our 5th year of operating the Earthbites program at Shaughnessy. There are 5 different units about the garden with the students working in the garden 4-5 times/year. The students are now really engaged and take pride in the garden; it has truly become a garden to table experience. In order to pay for the program, families provide 2 payments – 1 now and 1 in the new year). Earthbites gardener, Pablo, would like to thank the administration, staff and PAC for accommodating this successful program.

Book Fair

The Scholastic Book Fair, which usually occurs during the last week of November, is not taking place in the school this year. However, Scholastic is offering a virtual option which we will review as a possibility. More to come.

Holiday Hampers

Every year Shaughnessy Elementary holds a collection drive to create holiday hampers to support families in another school within the district; we have been connected with Cunningham Elementary over the last few years. Each division creates a hamper for an individual family. This year, instead of collecting clothing, toys, food, or money, we will be taking *gift cards only* as donations. Again, contributions to the holiday hampers are optional. Collection usually starts the last week of November.

District Parent Advisory Council (DPAC)

Sandra McPeake, our DPAC representative reviewed what DPAC is and informed everyone all VSB families are welcome to attend the monthly meetings historically held at the VSB office, but are now held via Zoom on the 3rd Thursday of each month at 7pm. Families can also subscribe to the DPAC mailing list to receive information about the issues/concerns across the district that are addressed at DPAC meetings (www.vancouverdpac.org)

Sandra reviewed the September DPAC meeting as it pertained to key messages around Covid and the return to school. She advised the next Townhall on Oct 29 will focus on the VSB Budget; October will also see meetings/sessions on *parents as career and education coaches*, and *supporting your child's mental health during covid*. Please review the DPAC website for more information.

Meeting adjourned 10:56