



Lord Beaconsfield PAC Minutes

Wednesday, September 16th, 2020 @ 7pm (on Zoom)

The purpose of the Council is to support, encourage and improve the quality of education and well being of students at Lord Beaconsfield Elementary School.

Zoom Meeting Link:

<https://sd43-bc-ca.zoom.us/j/62312717071?pwd=aTdBdjY1OTJwRDZWeEN4Y3pPazBaZz09>

Meeting ID: 623 1271 7071

Password: PAC

INFORMATION ITEMS (ADVOCACY & COMMUNITY ENGAGEMENT)

1. Attendance: Principal Lani Morden, Rose, Kathy T, Julia L, Alexis, Petra, Bilyana, Shelley, Christopher, Rayana, Lisa W, Aaron
2. Principal's Message – Lani Morden
 - a. At the end of July the district reached out to Admin and have had meetings from early August through the present regarding new protocols
 - b. Beaconsfield got a fresh coat of paint on the outside this summer, heating system filters changed, water refill stations cleaned, furniture purged and stored on the stage, arrows/directional support implemented inside the school and on grounds.
 - c. Staff: VSB health and safety video on the re-start protocols and guidelines
 - d. **10 NEW staff** members added = 55 staff members
Gr.1/2 Ms Himer, Gr.4 Ms Ward, Resource Ms Adams, Permanent support staff Mr. Evan, Ms. Diane is back from leave, new district learning / youth & family worker, and 4 new staff for the Alderwood program (Omeed Lakhani, Carol Boudreau, Jennifer Fischer/Kelly Bismark) -- noted also that those teachers who retired last year (Ms. Epp, Ms. Carney, Ms Wilting) are doing well and enjoying their retirement.
Ms. Billingsly is the Chair of the new **Health and Safety Committee** (which includes Lani, VESTA member, CUPE member and Maintenance Engineer)
 - e. Monday was the **Welcome to Kindergarten** - held outside and run by Ms. Kathleen and Ms. Chaplin. Gradual Entry started and the first full time day is Friday Sept 21st - the event went well
 - f. As of next Monday, Lani will be reaching out to the families who have chosen **Option 4** (gradual re-entry learning from home and supported by the school) Currently there are 32 students in this Option 4, there are three re-entry dates for return: October 13, November 9, January 5
 - g. It has been mandated by the District that all families are to be on board with **Microsoft Teams** for communications, and to prepare for the possibility of online learning if we have to pivot back to how things were at the end of last year.
 - h. Lots of **OUTDOOR learning** which enables physical distancing. All students eat their food (recess snacks and lunches) in their classrooms before going out to play. All teachers are eating their lunches in their own classrooms
 - i. **School Photography** is currently on hold for now (this is a DISTRICT wide expectation)
 - j. **Field Trips** on hold until at least January, as is any fundraising. No food sharing or food sales
 - k. **Cedar Cottage** is continuing to provide Before and After School Care at Beaconsfield and there is a waitlist for care at this time.

QUESTIONS FOR LANI:

Bilyana: How's the staff managing? -- Lani: one step at a time, focussing on care and connection, everyone is learning how to navigate all this. The staff really appreciated the PAC's gesture of kindness at the end of June last year, and all teachers genuinely appreciate any positive feedback from parents

Rayana: Concern about the HVAC system and how does it work with air flow related to possible virus spread.

Lani: there's a boiler in the basement and the air gets passed through this for heating. the filters have been changed and get changed regularly 3x per year at summer, winter and spring. it gets set by the district and our engineers monitor it regularly. Lani suggested that Rayana send her an email and she can forward it on to the proper department for more details about how it all works

Kathy: question for April, can students be dropped off around 8:30am at the school grounds? Lani: they do have staff out there at 8:45am keeping an eye out, but the protocol that's being asked of parents is for the children to be dropped off as close to 9am (8:55) as possible. It would be best to find alternative care for children instead of bringing them early.

Kathy: Will there still be the masks given out to all teachers and students? Lani: yes, received the boxes today and will be sorting them according to class.

Alexis: Will parents receive notice about the Microsoft Teams and get support, and what about those families who need to get technology at home for this. Lani: yes, parents will receive a head's up about Microsoft Teams and will be provided support to get them online and working with it. Some families borrowed tech last year and there is definitely a need for it. It was discussed that perhaps the PAC may be able to help fill in some gaps if more tech devices are needed to be purchased.

Julia: There are thorny shrubs by the playground/fence that pose a hazard, is maintenance able to take care of this? Lani: yes, three days ago there was a request put in... the groundskeepers are taking care of it. Lani will expedite the request.

3. Will these programs still run in September

- a. Fruit & Veggie – April and Lani had discussed it and cancelled the program for now in light of covid restrictions on sharing food. The program insisted they would send the first batch regardless, so Lani is making arrangements for it to be donated elsewhere... it will not be shared amongst the students.
- b. Afterschool & lunch programs (tap/ sea life, cooking, etc.) - on site programs are ON HOLD, and no rentals are being done either at the school. TLCC reached out to Lani recently and she will review their program offering and will then consider if she will send this information out to parents as an option
- c. School Performances - \$10 annual fee -- Lani had not launched into school fees yet because she knows this time of year is tough for families, but will do a collection sometime in the coming weeks. They are keeping the school performance fee for now in hopes that sometime later in the year there may be opportunity to have smaller scale (classroom) "performances" or classroom enhancements

4. BUDGET Report for September – Julia --- been a flat year for expense/income, and Rose also mentioned that she should be receiving a cheque from Eric for last year's Hot Lunch program revenue

5. BUDGET 2020/2021

- a. Review fundraising initiatives/opportunities: there will be no fundraising this year
- b. Copy to Ms. Bell in September - Julia to provide Ms. Bell with copy

6. Parent Survey – done biannually, was last done Sept 2018
 - a. Discussed how it could be sent out but with a different focus. Maybe send it out to find out what Technology families have at home to be ahead of the game if it's needed later. Lani does have a mandate to provide tech to families, and perhaps PAC can be helpful with that when the time comes. Focus on CARE and CONNECTION with families. ALI and SHELLEY will head the "Sassy Survey Committee" focussed on connection with families to show the PAC's support and drive connection - they aim to have a draft survey for next month sometime before Thanksgiving. ROSE will update the parent mailing list with LAni's help.
7. PAC Executive Team for 2020/2021
 - a. Current Structure:
 - i. Communication Director ----- **Bilyana and Rayana will take on this role together -- B will look after the digital portion, and Rayana offered her printer for anything that needs hard copies**
 - o Check PAC e-mail
 - o Create monthly PAC notice using Mailchimp
 - a. Advertise upcoming PAC meeting & events
 - b. Updating parent e-mail addresses * **ROSE will do this to start and Bilyana can update going forward.**
 - i. Will also update parent form from Beaconsfield
 - o Provide a monthly blurb for Lani for school newsletter
 - o Update PAC Bulletin Board * **not needed until parents allowed inside the school**
 - a. include Meeting Minutes & Upcoming events & reminders
 - o PAC Storage Room – keep it organized and tidy * **not needed until parents allowed inside the school**
 - o Empty out PAC Mailbox* **perhaps coordinate with Lani if anything arrives and looks important**
 - ii. PAC Chair/Vice-Chair/Co-chair (Rose & Ali) ***both staying on for now, Rose considering shadowing the Treasurer details and moving into that position next year and we find a new Chair**
 - o Organize & chair monthly meetings
 - a. create agenda & meet with Lani once a month
 - o Review & help form Annual Budget
 - o One of the Signing Officers
 - o Be present at Welcome to Kindergarten event (Ali)
 - iii. Secretary (Kathy & Petra) ***both staying on for now and sharing duties per previous years**
 - o Upload PAC agenda to PAC website in advance of meeting
 - o Record minutes & post to PAC website
 - o File all PAC documents
 - o Review & help form Annual Budget
 - o One of the Signing Officers
 - iv. Treasurer (Julia, Kathy) ***both staying on for now, but a new treasurer really needs to be found. Julia has two more years at the school, and Kathy would like this to be the final year of handling cheques, etc.**
 - o Handle financial transactions (e.g. Cheque writing & depositing money)
 - o Report on monthly financial transactions at meetings
 - o Submit & file monthly financial statements

- Review & help form Annual Budget
 - One of the Signing Officers
- v. DPAC Rep (Ali) ***Ali find to continue being the DPAC rep**
- Attend monthly DPAC meetings

8. ADDITIONAL ITEMS FOR DISCUSSION:

- a. **School Garden:** Ms. Ward and Ms. Billingsly's classes are taking on the garden as their outdoor component. They would be very appreciative of any support from the PAC.
- b. **MOTION** by Kathy Tenta: *to provide extra funding for the garden this year by increasing the Garden Enhancement from the original \$50 to \$250. This will be used towards new soil, tools and plants/seeds for the garden. Seconded by PETRA and AARON. **APPROVED***
- c. *The "Garden Box Planting Project" for the teachers = \$20 per class for seeds in the spring remains the same at \$260. TOTAL GARDEN PROJECT IS \$510*
- d. *Bilyana mentioned that she would like to paint a **mural on the new garden fence** to make it look more appealing, and offered to submit a proposal to Lani for review. It was discussed and agreed upon.*
- e. **MOTION** by Rose Ngo: *to provide \$50 towards paint and materials needed for Bilyana to paint the mural on the fence as a Fence Enhancement project. This is separate funding but shows on the line item on budget under Garden Enhancement. Seconded by PETRA. **APPROVED***

9. TABLED ITEMS DUE TO SOCIAL DISTANCING MEASURES ****All these items are still tabled due to COVID protocols preventing these events for now.**

- a. PAC – Role- Community Building - Ali
 - i. Coffee/Tea Parent Mingle Mornings starting FALL 2020
- b. PAC Publicity Table Top Rolling Board – Rose
- c. Beaconsfield Community BBQ?

MEETING ADJOURNED AT 8:25PM

OUR NEXT PAC MEETING:

Wednesday, October 14th @ 7pm on Zoom.