

Brooke Elementary PAC Meeting
October 7, 2020 - 7pm

Attendance - Catharine Russell, Jan Molina, Jen Rak, Nikki Neal, Lana Vijay, Leanne Shortridge, Susan Parmar, Alka Jawanda, Cora Deane, Sandra Robin, Mandy Jones, Liz Siemens, Kim Stringer, Suzanne Gunn, Tanis Akiyama

Meeting called to order at 7:04pm

Motion to approve previous minutes - Motion Lana 2nd Motion: Leanne All in favor

Lana - Zoom Meeting etiquette (for all PAC meetings going forward on Zoom)
Please remember to mute yourself- how to do screen sharing and raise your hand before speaking (we will call on you)

Principal Report - Susan Parmar

Background of her teaching career - excited to be at Brooke in her first principal position

- It has been a difficult startup this year as it has been over 5 months since teachers have been in the building full time.
- Good transition by students - they are doing a lot of hand washing- staggered start and stop has been going well
- Teachers and admin are now looking at the day to day and adding new things like the terry fox run, halloween activities and remembrance day
- Want to look at how we can get back to being a school community
- Question by parent to susan- who returned (ie how many students) ??- 330 students are normal and now they have about 300
- Question by parent; if something were to happen (ie positive covid case) would a sibling be able to go to school? A: goes back to contact tracing and fraser health - they will be in contact with the family and family will be notified of what the next steps are

- Treasurers Report - Laura away - Kim reads the report:
- Proposed budget to be approved
- Balance in the PAC Account \$20, 773.80
- Income/fundraisers
- - the Projected profit for hot lunches/concessions is the average profit from the past two years.
- - the remaining fundraisers have a projected incomes similar what we raised the year before.
- - Spirit wear last year was an unknown as i don't believe we were doing it as a fundraiser. If Jan is willing to take this on again, we can have this as a fundraiser.... Let me know
- - I am happy to do a winter holiday purdy's fundraiser as well as the easter fundraiser in the spring. Purdy's is a relatively simple fundraiser for my to organize with a nice result. I

will be pushing for online ordering this year as opposed to paper copies with cheques or cash payments.

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- Expenses
- - everything is listed similar to past years with a couple of changes.
- - I propose the office/discretionary be decreased from the usual amount (for this year specifically) from \$400 to \$300. And we give the school \$100 for now and reassess in January after winter break. We are already into October and roughly only 2.5 months until the holiday break. My explanation is that we gave the school \$400 for the 2019-2020 year, however, we did not use the office for supplies and printing from March onwards when the school's closedown. That is roughly 4 months out of the 9 months of school in session. Almost half the 2019-2020 school year we did not need to access office supplies, printing etc. I also feel that this year we will not be sending out as many notices as we have in past years.

- Gaming grant balance is at \$4243.84
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- - unfortunately dropped the ball on this for the 2020-2021 school year. My sincerest apologies. Kristie has graciously applied for the grant late as they will accept late applications and let us know their decisions.
- - I have included the use of funds and prohibited use of funds so the PAC and administration can decide what we can use it for this year.

Motions for Approval :

1. Field Trips - \$6,800
 1. Jennifer Rak
 2. Leanne. Shortridge seconds
 1. All in favour - pass
2. Classroom support - \$3,750
 1. Lana motions
 2. eanne seconds,
 1. All in favour - pass
3. Learning Support Teacher Funds - \$300
 1. Lana motions
 2. Leanne seconds
 1. Majority in favour - pass
4. Office Discretionary fund \$100
 1. Lana motions
 2. Leanne seconds
 1. Majority in favour - pass
5. Sands Scholarships - \$500
 1. Jenn Motions
 2. Lana Seconds

1. Majority in favour - pass
6. Items to vote on later in the year
 1. New Staff spirit wear
 2. Teacher appreciation lunch
 3. Grade 7 Grad
7. Digital Microscopes \$400
 1. Leanna
 2. Lana
 1. Majority in favour - pass
8. Math Scales \$100
 1. Leanna
 - 2.
 3. Lana
 1. Majority in favour - pass
9. Gym Equipment \$1300
 1. Alka
 2. Jen
 1. Majority in favour - pass

- Field trips - Question by parent - how are we able to do this? A: school looking at how we can do this - we should be able to bring in ppl or they will be able to do virtual field trips
- Class support - we have money set aside in the budget for classroom support - Question by parent: what would this money be used for? A; art project or activities example: ink blots or plastic bins so materials stay separate
- Gym Equipment - raise money for each classroom - can we do that? What equipment is needed - Nikki - would like to have a list of items that are needed so we are able to vote on whether we want to contribute money for this. Susan - no equipment has been lost as they are looking to replace broken equipment/damaged from regular wear and tear. Parent question: If the PAC does not vote in favor where are the teachers going to get the equipment A; they wont.
- Nikki Neal - last time we talked about equipment the issue was that it was disrespected by the staff and students - PAC hesitated and did not want to give money for more equipment

Parent question - the schools have been given money from the Government - where is that money going? A; districts have been given money and it is up to them to distribute to schools - most of the money is going towards supervisors, hand washing stations, hand sanitizer, masks for staff and students etc.

- Lana - question - gym equipment - can we use gaming grant money ? answer no because we do not have enough money
- Catharine - we looked back and could not find any money given towards equipment

- Jen Rak - can we vote on equipment later?
- Catharine - would like to vote on something now as we have had this in discussion since last February
- Nikki - would be best to have a list so we are able to see what is missing and what is needed

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*Susan spoke about who is on the occupational health and safety

Mrs. Bailey,
Susan Parmar
Mrs. Lindal
Head Custodian
2 EA's

DPAC - some schools are allowing students to return in December (it will depend on if the school has room to do this)

Susan - Brooke added another division - dropped class sizes and we do have room if we have returning students. I can only speak to Brooke - if families are moving in the neighbourhood it will depend if we have room (if we are able to take them)

Jen Rak- Doug Sheppard was back tracking and did not answer a lot of questions regarding their plan going forward - if we shut down we will go back to what we did in April/May

DPAC will provide fundraising ideas as we are out of the norm and cannot host anything at the school - can email deltapacquestions@gmail.com - townhall is coming soon October 14 and November 16th , 2020

Fundraising - going forward Purdys at Christmas and Easter - Laura

Neufeld November - Kristie November 20th

Gift Card Orders - Kristie

Sprit Wear - we are going forward with Blue/Pink - and decided to add black - we will increase the fees so that there is a profit (last year was community not fundraiser)

Pumpkins - can we have them donated to the school ? Alka will look into this

Card Art - might be a good idea as ppl will send cards instead of visiting this year - there is no fee for this - we will just need childrens art work

Winter Market and Basket Raffle - Jen Rak and Suzanne

Jen will do the baskets as she would like to limit the touch points.

- Lots of markets are going online
- We could hold a facebook live show (instead of inperson winter market)
- Idea is to have businesses donate an item or give a set price to attend the event
- We will need to have a license and follow rules
- Facebook livefeed would need to be approved before it goes on the brooke facebook page

- If District is on board and school is on board should be no problem - most of the PAC feels that there is no harm in trying something different
- All new business needs to be approved by Catharine

Bottle Drive - table for next meeting

Hot lunch - waiting for District

Classroom parent - Catharine will look into this

MunchaLunch - have to pay for it this year - they want \$324.00 for the year

Ask for a reduction - Motion to pay for MunchaLunch Alka - Second Motion- Lana All in favor -
Yes

Susan - staff supports and appreciates PAC - Thank you from Brooke Staff

Adjournment @ 9:05pm