



# MONTECITO ELEMENTARY SCHOOL PARENT ADVISORY COUNCIL

2176 Duthie Ave, Burnaby, BC V5A 2S2

[pacmontecito@gmail.com](mailto:pacmontecito@gmail.com)

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## October 21, 2020 PAC MEETING

### Minutes

ZOOM MEETING LINK: 8166315224

JOIN CODE: 767912

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**Attendance:** Heather K, Denise C., Lynda K., Susan S., Anica, Heather M, Johnny H, Charlie W, Jessica V, Nicole dB, Laura K, Randy D, Samuel NF, Jennifer N, Adam P, Corrina, Satinder, Sweetie, Mike

- Call to order 7:01 PM
- Review of September Executive Meeting minutes
  - **Motion:** To approve the September Executive Meeting minutes  
**Minutes amended to include (Neufield/Purdy)**  
**Motion to Amend:** Lynda 1<sup>st</sup>, Laura 2<sup>nd</sup>
  - **Motion Carried:** Denise S 1<sup>st</sup>, Heather M 2<sup>nd</sup>
- Reports and Updates
  - Principal
    - See attached
- Co-Chair
- Treasurer
  - September 30, 2020 Financial Statements
    - General Accounts \$11,750.25
    - Gaming \$8,617.63
    - School Held \$14, 733.54
    - Revenue \$15,460
    - Expense \$15,460
- DPAC
  - The gaming grant for next year could be less considering the current situation.
  - The school board is considering to have 3 or 4 signing authorities for PAC.



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## Purdy's/Neufeld

- Ordering deadline for Neufeld Farms is Nov 18 & Purdy's Nov 24.
- Pick up for Purdy' & Neufeld will be on Dec 2.
- The logistics of pick up need to be figured as volunteers are still not allowed in school.
- Tentative idea is to utilize home lawn of Denise/Nicole.
- School Consultation Committee
  - No report
- Emergency Preparedness Committee
  - Report attached
  - \$500 approved for Restocking.
  - \$1250 from the budget to be spent on Canopies. Motion to approve- Mike/Lynda. Sweety in favour.
- New/Other Business
  - Buddy Bench- PAC will take care of the approximately \$800 dollar cost. The school will cover the installation cost.
  - Website should be updated with Calendar & staff list.
  - Laura will organise Calendar with reminders for PAC activities.
  - Recycling station amount will be charged from PAC.
  - **Motion:** to approve the Wishlist.- Heather 1<sup>st</sup> & Susan 2<sup>nd</sup>.
    - **Motion carried**
  - White Hatter program for students
    - Amended budget to include White Hatter Program.
    - **Motion to approve White Hatter Program for Students-** Nicole 1<sup>st</sup> Susan 2<sup>nd</sup>.
    - **Motion carried**
  - Online bookfair will be on hold till Spring. Laura will collect more info regarding it.
    - Set Date for November PAC Meeting
      - Next Meeting, November 24, 2020 at 7:00 PM via zoom
    - **Motion:** To Adjourn
      - **Motion carried:** Mike 1<sup>st</sup>, Heather 2<sup>nd</sup>
        - Adjourned 8:15 PM



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PAC Meeting: Principal's Update – October 20, 2020

## Notes, information and things we're proud of since the last PAC meeting...

- Our indoor earthquake drill went very smoothly...we are in the process of updating the information/supplies in emergency backpacks in each classroom.
- Special thanks to the Parent Emergency Preparation Crew of Rosie, Michael and Laxmi for going through the kiosk! We appreciate your support and help very much!
- We held Class Reviews a few weeks ago where every classroom teacher met with the school team of admin, LSS teachers, ELL teacher, and Counsellor to discuss strengths as a class and the challenges. This has helped us to plan our supports in LSS, ELL and counselling for both individual students and classes.

## Things we're looking forward to before the next PAC meeting...

- Friday, Oct. 23<sup>rd</sup> – Pro-D Day (no school for kids)
- Friday, Oct. 30<sup>th</sup> – Halloween dress-up day
- Friday, Oct. 6<sup>th</sup> – Student photo retake day
- Tuesday, November 10<sup>th</sup> at 11:00 – Remembrance Day Assembly (virtual)
- Wednesday, November 11<sup>th</sup> – Remembrance Day (holiday for staff and students)

## Other Items:

### Staffing Update:

-Ms. Wood (LSS) has been off the past month but will be returning next week. We have missed her expertise and thank Ms. Foy for stepping up to fill some of the void in LSS during her absence.

-Mr. Houghland is moving to Princeton to be with his family. We will be hiring a new classroom teacher...hopefully soon. We will miss Mr. Houghland and thank him for all he has given to Montecito over the past three years.

### Rock Fish Garden Volunteers:

-Each child has painted a rock fish to celebrate their identity this year. We are wondering if there are any parents willing to help put edging out in the treed area of school property to outline the rock garden area. Mrs. Mann has the specific information and edging materials. **(Johnny & Nicole will volunteer for the same)**

### Assessment and Reporting:

-This year there will be three 'informal' reports and two 'formal' reports in Burnaby schools. As a staff we will be deciding on what the informal reports may consist of. Some of the options are sharing of portfolios, an interim report using a district approved template, three-way conferencing,



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or student-led conferences. Across the district, there will be an 'informal' report in Nov./Dec. The two 'formal' reports will be Feb/March and June. More info to come once we discuss and make decisions as a staff. As parents, you can always communicate with the teachers to find out how your children are doing, We appreciate working as a partnership with our parents to best support and move our children forward in their learning.

### Odyssey:

-Odyssey can be run as a community team but will not be run as a school sanctioned team this year, as we are not operating any clubs or teams at this time in Burnaby. Parent coaches will need to assume all responsibility and liability that may come from events. The district recommends that if teams are run, that meetings and team activities happen virtually to limit contact from students across learning cohorts. Odyssey is running their program virtually this year as well. There will be more info to come via the district in regards to these expectations as well as registration info and this will be passed along to Christina and Lana.

### Mad Hatter Program:

-All of our Grade 4-7 students are interested in the Mad Hatter internet safety program that PAC has presented.

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October 15, 2020

### **Re: Emergency Prep Committee**

Attending: Rosie, Laxmi and Mike

The committee met to discuss what steps might be needed to improve Montecito's readiness for an emergency. We would like to thank the past parents involved keeping things so well organized in kiosk.

For this year we have identified the following action items:

- Empty and refill – 55 Gallon blue water drums
- Empty and recycle – expired bottled water
- Donate – about to expire bottled water
- Restock – bottled water 500ml (approx.300) including deposit.
- Restock – granola bars (300 bars)
- Restock – canned food
- Restock – contact lens solution

**Ask PAC to Motion:** to allow the Emergency Preparation committee to spend up to \$500 from the Emergency Prep reserve funds for "restock "items.

In discussing experiences from previous years drills, we noted that children were often left in the direct sun. We would therefore like to propose PAC consider purchasing additional pop-up Canopy tents (with better quality construction than previous purchased ones).



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As an additional benefit, the school could use these tents to add to outdoor learning areas during this pandemic. Costco has Canopy tents (brand IMPACT) \$260 - \$270 plus taxes. Four tents should cost \$1209.60

**Ask PAC to Motion:** to allow the Emergency Preparation committee to spend up to \$1250 from the Emergency Prep reserve funds for four canopy tents.

Page Break

**Notes:**

- As noted, that we have some bottled water that is about to expire Nov 2020. Is there a need in our school for bottles? Or shall we donate to a food bank?
- Is there a better alternative to bottled water to reduce plastic use?
- We shall note the new expiry dates and flag for consumption or use.
- Heather K. & Jessica Vaughn are reviewing the classroom backpacks to see if items are missing. (vest, whistle, first aid kit, flashlight, badges)
- District supplied items – the school district is responsible for providing certain items to the school. We have noted expired items and will forward to Heather Kimmie.
- Does Covid-19 necessitate any changes to emergency drills or procedures?
- Looking for a more environmentally friendly substitute to plastic boundary tape used to cordon off the field. Suggestion is rope with flagger tape/ signs that can be re-used.