



**DAVID BRANKIN PAC MEETING**  
**September 23, 2021 – 6:30 pm**  
**Held electronically via Zoom**

<b>CALL TO ORDER:</b>	By Lisa Rodgers at 6:32 p.m.
<b>ATTENDEES:</b>	Lisa Rogers (Chair), Melissa Lipkowski (Secretary), Lara Robinson (Vice Principal), Priyanka Dhall (Treasurer), Iram Khan (Principal)  Additional families/parents joined
<b>REGRETS:</b>	Erin Kastner (Vice Chair)
<b>Introductions &amp; Approval of Minutes</b>	<ul style="list-style-type: none"> <li>• Introduction of the Executive Team &amp; welcome to all attendees</li> <li>• PAC meetings will remain virtual for the year</li> <li>• Further information regarding the Intensive Arts program was provided by Ms. Khan</li> </ul>
<b>Administration Report</b>	<p>The Administration Report was presented by Ms. Khan &amp; Ms. Robinson:</p> <ul style="list-style-type: none"> <li>• Enrollment went down this year: 470 vs. 408</li> <li>• Two divisions were removed</li> <li>• 19 Divisions remain for the year</li> <li>• French teacher &amp; Admin Relief were hired</li> <li>• Fine Arts Program: \$40 for each student is required for supplies and productions</li> <li>• Fine Arts department will be meeting next week</li> <li>• Waiting for further information from the District regarding their arts programs and how they will look for the year</li> <li>• Health &amp; Safety: COVID19 protocols are similar to last year but not quite as strict</li> <li>• Any parents wanting to attend the school are required to make an appointment and wear a mask inside</li> <li>• Social distancing instruction with the students is being transferred into “personal space”</li> <li>• Hand washing &amp; sanitizing protocols remain</li> <li>• Face masks are mandatory for staff and grades 4-7, encouraged for K to grade 3</li> <li>• Please do not park in the pick-up and drop off area, utilize a parking space</li> <li>• Lisa posed a request for a street parking map to better assist for those caregivers that need to drive to the school</li> <li>• Terry Fox Run is September 24<sup>th</sup>. Thank you for all donations (\$800 goal)</li> <li>• Next week, (30<sup>th</sup>) Truth &amp; Reconciliation Day: no school – students have been learning about the meaning behind this holiday</li> <li>• 29<sup>th</sup>: Orange Shirt Day</li> <li>• “Walk for Wenjack” – In honour of his memory, there is plans to organize a walk within the school year</li> </ul>
<b>Financial Report</b>	<p>Lisa provided an explanation on how the PAC finances are handled:</p> <ul style="list-style-type: none"> <li>• General Bank Account: \$2,842.55</li> <li>• Gaming Bank Account: \$10,569.56</li> <li>• The gaming account is funded by grants from the Provincial Government</li> </ul>

	<ul style="list-style-type: none"> <li>• Application for the gaming grant has gone in for the year (average allotment is \$9,000/year)</li> <li>• These funds can be used in an “extracurricular capacity to improve the school environment”</li> <li>• Any purchases need to benefit the whole school community</li> <li>• Gaming funds can be held back for up to three years</li> <li>• Past PAC’s have been working on plans to create an outdoor learning space</li> <li>• General Account: This can be used for any PAC expense, fundraising, bill payments, general expenses etc.</li> <li>• Food is the majority of fundraising within the school year</li> <li>• Rules this year indicate we can provide pre-packaged meals per student</li> <li>• We are always looking to support vendors within the school community that can meet the District requirements: If you are interested, please send an email to davidbrankinpac@gmail.com</li> <li>• We welcome any fundraising ideas from parents</li> <li>• Any expense over \$500 needs to be voted on by the school community (anything less can be discretionary by the executive)</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• Classroom Allotments: \$495 unspent from last year</li> <li>• Motion: Fund remaining amount to provide \$100 per class (\$1405)</li> <li>• Second (Melissa) / Opposed: 0 – Motion Carried</li> <li>• AGM: Any parent can put themselves forward to nominate themselves or others</li> <li>• Further information regarding the AGM will be provided to parents through the school email closer to the meeting date</li> </ul>
<b>Next PAC Meetings</b>	<p><b>October 14<sup>th</sup></b> – AGM  <b>October 28<sup>th</sup></b> – First Executive Meeting of new year</p>
<b>Parent Discussion</b>	<ul style="list-style-type: none"> <li>• Various questions were posed / discussed by the families in attendance</li> </ul>
<b>ADJOURNMENT</b>	<ul style="list-style-type: none"> <li>• 7:31 pm</li> </ul>

PAC meetings will be held on the fourth Thursday of every month. Please note there will be no meetings in December, March or June.

The above minutes are believed to be a true and accurate account of the meeting. Should you have any concerns or questions, please contact the David Brankin Executive PAC at davidbrankinpac@gmail.com.