


# École Peace Arch Elementary PAC | May 19, 2020 | ONLINE\* Meeting MINUTES

7:00pm, Virtual Meeting via Microsoft Teams | [peacearchpacnews@gmail.com](mailto:peacearchpacnews@gmail.com) | [peacearch.hotlunches.net](http://peacearch.hotlunches.net) |  [P.A.E. PAC](#)

President	Jennifer Wilson	<b>15 Attendees</b>
Vice-President	Katie Everson	Carol Davison, Amy Grainger, Jennifer Wilson, Katie Everson,
Treasurer	Tana Jennings	Tana Jennings, Kristen Fryer, Shannon Versluis, Arin Bird, Sean
Secretary	Kristen Fryer	Halliburton, Jennifer Smith, Sara Raouf, Maria Ramsey, Kirsten Yanicki, Fiona Kehler, Elena Vardanyan.

## **\*SPECIAL NOTE regarding COVID-19 Pandemic, Spring 2020:**

Our last PAC Meeting was 3 months ago on Feb. 18, 2020. We do not hold a monthly meeting in March. The April meeting was cancelled.

“On the advice of the Provincial Health Officer, in-person instruction in public and independent K-12 schools was suspended effective March 17, 2020 as a precautionary measure in the context of the **COVID-19 pandemic**. Beginning March 30, 2020, public and independent K-12 schools were asked to ensure ongoing school care and in-person learning opportunities for children of essential service workers requiring school care, those in remote locations, vulnerable students requiring in person support, and learners with diverse needs. As of May 19, school districts are expected to gradually resume regular operations and return to in-class instruction using a staged approach.”<sup>1</sup>

Following Spring Break (March 14-29), ‘Remote Learning’ began April 6<sup>th</sup> with SD36 teachers providing online learning opportunities and virtual connections with students via Microsoft Teams. Starting June 1<sup>st</sup>, Peace Arch students have the option to partially return to school: K-5/6 students 2 days/week, and Gr. 6/7 students 1 day/week. School-aged children of Essential Service Workers can attend 5 days/week.

## **PAC Update from March-April 2020:**

- our Hot Lunch program has been suspended; parents can request a credit for next year, or refund for this year; please visit our PAC website or email [peacearchhotlunch@gmail.com](mailto:peacearchhotlunch@gmail.com) for further info.
- Our 10<sup>th</sup> Annual Spring Fling fundraiser set for April 24<sup>th</sup> had to be cancelled.

## **1. Welcome – Jennifer W.**

- Welcome to our first ever Online PAC Meeting! Attendees logged in using their Peace Arch student’s account on Microsoft Teams. Thank you to Principal Carol Davison and Acting Vice-Principal Amy Grainger for joining the meeting.

## **2. Principal’s Report - Carol D.**

### **2.1. Recent Events (No school projects or field trips to report on since Spring Break!):**

- Raven Super Skills – submissions have petered off.
- Wonderful response for Virtual Talent Show; 49 submissions; Carol is going to make a video of all the entries for families to watch at home. Thank you to everyone who submitted their talents!
- Staffing changes: first round has taken place; next Weekly Raven will have tentative class breakdowns for next year
- New principal – Mrs. Laureen Boulet – visiting the school over the next few week; principal at HT Thrift past 4 years
- Ms. Amy Grainger will continue as Acting-Vice Principal for next year
- June 1st return to school: optional for parents; part-time for students; should have a framework to send to parents by this Friday; likely 2 days a week for K-6; grade 7s one day a week; there will be a lot of handwashing and a lot of outdoor time and physical activity; lots of social and emotional support for the kids.

### **2.2. Upcoming Events:**

- ‘Welcome to Kindergarten’ is being planned as a virtual orientation with videos and introductions to the staff and our school; also working on how staff can get to know the kids.
- Family Appreciation Tea and art show are moving to an online event in June – stay tuned! We are more grateful to our families than ever for your support during the closure of face to face learning; staff has relied on families being patient and communicating so well, being so understanding and collaborative.
- Grade 7 Recognition is being discussed while a face to face event will not be possible; staff are working on a way to recognize students and celebrate their send-off from PAE.

<sup>1</sup> BC Centre for Disease Control | BC Ministry of Health | COVID-19 Public Health Guidance for K-12 School Settings UPDATED: May 19, 2020:

<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-k-12-schools.pdf>

### 3. Treasury & Year-End Budget Report –Tana J.

- Considering the bizarre year we've had, we're in a solid position for the end of this school year. Began the year with over \$71,000 in the bank, due to the fantastic fundraising efforts of the last few years.

#### **Balance Sheet:** Current Total Assets of **\$108,512** includes our:

- Operating Account (\$89,917) + Gaming Grant Account (\$9,101) + Account at SD#36 (\$9,493)

\$52,215 is earmarked for playground replacement which we hope to complete this summer. Leaves \$56,297 for a few year-end expenses to provide a strong starting point for next year.

**INCOME:** Despite having to cancel one of our major fundraisers – Spring Fling, and an entire round of Hot Lunch (Round 3, April-June), we did very well:

- Donations Drive raised \$8705, (exceeding our expectations!), so many thanks to all participating families, and to 'Splashes' car care services who raised \$1405 for our Donations Drive!!
- Snowball Dance raised \$3768, also exceeding expectations, thanks to **Shannon V.** and a very dedicated team!
- Hot Lunch Round 1 & 2 raised approx. \$11,000
- Hot Lunch Round 3 funds were collected but no lunches were ordered due to school closures. Some families requested refunds, others opted to leave a credit on their account to go towards next year's orders, some others are still requesting refunds as their situations change week to week. At this point we have \$14,185 sitting in our account, which will go towards Round 1 orders next year. **Many, many heart-felt thanks to Elizabeth M., who manages Hot Lunch amazingly! She is still working hard, communicating with parents and administrating refunds.**

#### **EXPENSES:**

- Many class field trips were cancelled this spring, so some of the PAC fieldtrip funds are still in the school account. There was some discussion about redistributing these funds for other uses, but in the end Carol suggested saving them to redistribute for field trips next year. (Original amount was \$4150 among 24 classes.)
- Gaming Account - Budgeted \$7425 but only \$1544 was spent, leaving \$5881 (Hip hop classes and the bus for the Grade 3 Symphony field trip.) Gymnastics classes were cancelled unexpectedly. Remaining funds in that account must be used this year or it may affect our application for the grant next year, so we will direct the remaining amount towards our playground replacement, before withdrawing from our operating account.
- Grade 7 Farewell –Budgeted \$800 for this event but don't know yet how we will be able to celebrate our Grade 7s.
- Playground – We have set aside \$52,215. Rotary has committed \$50,000. Depending on which company and equipment we decide on, we hope to have some left over.
- Raven Fund (Benevolence) – \$1000 was in the budget but no requests were made this year.
- Staff Luncheon/Gifts - \$500 was budgeted and will be used for gifts for the teachers and staff. Approx. 64 (?) people to thank, so we could consider bumping up the budget to \$10 pp.
- Welcome Tea - \$400 was in the budget but all supplies were donated this year.
- Technology - \$6000 was set aside for the installation of projector equipment in the gym. Total cost will be approx. \$14,000, so we hope to add to that and complete that project in the coming year.
- Teachers' Wish List - \$930 was requested for sports equipment bags for each pod. Equipment has been purchased and we are waiting for the receipt so we can reimburse the school for this purchase.
- Miscellaneous Expenses – as per a motion at our last meeting, \$370 was used to purchase rolling shelving units for PAC supplies in storage. (What an amazing difference this has made to our storage room!!)
- **We will finish the year in a strong financial position**, even after paying for the playground equipment later this summer, and a few other expenses such as teacher gifts, the sports equipment bags, etc.
- We will see many changes next year, and will need new PAC team members to come on board! We may not be able to fund-raise in the same ways next year, so we will be looking for fresh new ideas for fundraisers, as well as projects to support. We'll need some creative new ways to raise money for Peace Arch!

#### 4. AGM and PAC Executive Elections – Jennifer W.

- 4.1. **Recommendation** from the [BCCPAC](#) to postpone PAC elections in order to hold in-person meetings in September to elect next school year's PAC Executive; our AGM and Elections will thus be postponed until September 2020.
- **The positions of President, Vice-President, and Secretary are open for next year.**
  - Many thanks to Tana for agreeing to stay on as treasurer for a second year!
  - PAC Representatives for DPAC and CPF are also needed
    - [DPAC: District Parent Advisory Council](#). Meetings held monthly on the 4th Wednesday (except Dec, Mar, June) at the District Education Centre 14033-92 Ave. Rm 2020, 7-9pm.
    - [CPF: Canadian Parents for French](#). Monthly meetings held Sept-June, in English, and are open to anyone interested in French as a second language in the Surrey School District.

#### 5. Phase 2 Playground Replacement Project – Sean H.

- 5.1. Phase 2 of our Playground Replacement Project is forging ahead!
- We've received quotes from 3 different vendors: Habitat, Swingtime, and RecTec, ranging from \$83-106k
  - In consultation with the Rotary Club of White Rock we're hoping to move forward ASAP to get the playground installed this spring/summer; Our budget is in the \$85-90k range
  - The School District will remove the old structure once we've selected a vendor and submitted a purchase order for the new playground. We are allowed to move ahead with projects; waiting to find out if community installation will be permitted this year, like we did last year
- 5.2. **This is the final opportunity to be part of the decision-making process! Please get in touch if you're interested! Help still needed** to plan grand opening ceremony, organize recognition campaign, etc. [PeaceArchPACplayground@gmail.com](mailto:PeaceArchPACplayground@gmail.com)

#### 6. Staff Appreciation Ideas for June – Jennifer W. & Katie E.

- 6.1. Traditional buffet lunch won't happen this year due to health regulations.
- Alternative ideas? Katie researched Black Bond Books gift cards: they can do bulk; can be ready the next day.
    - Could we get the kids to decorate the envelopes in a special way?
  - Do we have a sense of how many staff are returning to work? Carol - maybe 70%ish.
  - Suggestion to have lunch delivered from local restaurant? Laura's? Paired with a \$5 gift card as well, or gift cards for staff who aren't at school on the lunch day?
  - Send an invite to staff so they can RSVP and give us an idea of how many would attend.

#### 7. Year-End 'Thank You's to our Incredible Parent Volunteers! "Our school is a better place because of you."

- Thank you to Treasurer **Tana J.**; Secretary **Kristen F.**; and Vice-President **Katie E.** for all their work on the PAC Exec this year.
- Hot Lunch Coordinator **Elizabeth M.** for the countless hours spent organizing lunches for our kids.
- **Fiona K.** for organizing our weekly Hot Lunch Volunteers.
- Playground Committee Chair **Sean H.** for 4 years at the helm of our dual-playground replacement project.
- Event Coordinators **Shannon V.** for Snowball; **Kirsten Y. & Jennifer S.** for Spring Fling (next year instead?!); **Gurpreet B.** for the LifeTouch Photo Night; and **Jennifer W. & Chantal S.** for the Surrey Eagles game.
- Fruit & Veggie Program Coordinators **Fiona K. & Heather M.**; Dairyland Coordinator **Maria R.**
- **Elizabeth M., Sean H., and Kristen F.** for running our PAC website and communications.
- **Arin B.** – last PAC meeting after 9 yrs at PAE; many years running Emerg. Prep. & spearheading Snowball; you'll be missed!
- *Huge thanks* to outgoing PAC President **Jennifer Wilson** for helming the ship this year with grace and integrity!
- And Principal **Carol Davison** for 3 wonderfully dedicated years at Peace Arch Elementary; very best wishes in your new role as District Principal.

**Meeting adjourned 7:45pm. This was our last PAC Meeting of the 2019-2020 school year.**

**First meeting of next school year tentatively planned for Tuesday, September 22<sup>nd</sup>, 2020, 6:30pm in the school library.**