

Malaspina PAC Meeting Minutes

September 22, 2020

Zoom Meeting called to order: 7:04pm

Meeting Attendees: Trista Spencer, Val Munk, Elisha Munro, Amie Cole, Jodie Hobbs, Cyndy Connery, Dawn, Deanna Selver, Deanna Hood (Principal)

Adoption of Agenda

Elisha motion, Amie second.

Principal's Report – see attached

1. Oct 20 & 21 early dismissals; Oct 23 is non instructional day.
2. Question posed about outdoor equipment: Deanna wants to ensure everything is being done regarding cleaning of outdoor equipment before it is allowed outside again. Kids are in cohorts during outside times.

Treasure's Report - Val

1. Awaiting statements, some missing
2. Gaming grant has been applied for
3. Question posed: Is the Boston Pizza stamped receipt fundraiser still available?
Action Item: Val will inquire if this program is continuing and then she will post on Facebook page.

Teacher Requests – Trista

1. PAC has already received a few requests for class purchases. In the past few years we have given each class \$100 at the start up. Given we do not yet know what our finances will look like this year, we need to hold off on the \$100 per class until we have a better idea of the requests being made. We want to be able to best support each class.
Action Item: Deanna Hood to ask all the teachers: “are there specific requests you would like PAC to consider and what are they? How important is the usual \$100 start up amount the PAC usually gives?” Deanna will ask teachers to email the PAC directly.

PAC Initiatives – Executive

1. Fundraising:
 - Dieleman catalogues have arrived, they will be handed out shortly (after they are quarantined). Trista will check the dates this fundraiser starts, mid-October so things arrive in time for Christmas. Val to figure out e transfers to the Malaspina bank account so we can avoid having to accept cheques.
Action Item: Elisha and Val will take on this fundraiser.
 - Family driven Bottle Drive. PAC will create a PAC return-it express account, each student will be given a label and account number so they can print more labels of their own. Families just have to drop off bags at the depot with the label attached.
Action Item: Trista and Elisha will lead this. **Elisha** will find out how many labels they will mail us to distribute.
 - Fundscript gift cards fundraiser will run again before Christmas and again towards the end of the year.

2. Hot lunches: Hot lunch are allowed to resume.
Action Item: Val will review document and chat with Deanna Hood.

3. Fruit & Vegetable Program: First day went well, pears and milk. Elisha isn't available for two of the dates, but has had a couple parents reach out to her to help out for those two days. She'll have someone shadow her in October so they can do November.

Other Business - Group

1. New system in place for covid protocols, access to school is a challenge. Deanna H. can review protocols with PAC members, we don't want to be burdensome on school when we need access. Deanna needs to know ahead of time who needs access (day prior). Deanna H. will let PAC know when there is mail for us so we don't have to enter the school just to check.

Adjourned 8:10pm

Next Meeting October 13, 2020

Attachment 1: Principle's Report

Principal's Report - Malaspina Elementary PAC

September 22, 2020

Upcoming Events:

Sept 25 NID - students do not attend school
Sept 30 Orange Shirt Day
Oct 12 Thanksgiving
Oct 20, 21 Early Dismissal Days at 1:02pm/1:12pm (date corrected)
Oct 23 NID - students do not attend (date corrected)

School Organization

- Our district meetings postponed to this week
- We will be continuing to re-work numbers and classes over the next week
- Thank you for understanding and patience
- New learning groups and class configurations may occur as we continually adjust student numbers
- Safety protocols and student wellbeing will be kept at the forefront as we work through this.

Health & Safety

- Documents on school and district websites
 - Updated district Daily Student Health Check
 - Updated district restart plan
 - PAC Hot Lunches are an option
 - Fruit & Veggie program started today

Emergency Procedures - fall and spring

- 3 fire drills
- 1 lockdown practice

SOGI Advisory Group

- Deanna will forward email to PAC email

PAC Items

- 3 boxes of info stored at school - available for pick up