

## Royston Elementary PAC Executive

### Meeting Minutes

October 14, 2021

#### Meeting brought to order at 6:30pm

**Attendance:** Christine VanderRee, Teresa Cameron, Stephanie McNight, Jasmin Tufnail, Stacey Murphy, Leslie Dunlop, Janice Caton, Lucia Little, Simon Duplus, Ray Rewcastle, Briana Noot, Jaimie Lindstrom, Stacey Hoselton, Anna Minaker, Paul Liebenberg, Carolyn Touhey

1. Welcome & Introductions – Once again an awesome attendance!
2. Agenda Review & Additions
3. Reports
  - **Principals Report** –  
Christine Van Der Ree – Please see attached report.  
Teresa Cameron – Adding to Christine’s emergency plan discussion - Student release in event of emergency: parents will need to provide ID and then fill out the form. If you are not picking up your child, the person picking up will need to be on the emergency contact list.
  - **SD71 Trustee Report** – Sarah Jane Howe not able to attend tonight. In place for Sarah – Janice \_\_\_\_\_. Enrollment up this year. Boundary report coming this month or next. Lots of subdivisions being built. Conversation will be what needs to happen to support the growing enrollment. Lots of challenges when it comes to capacity. Growth has been higher than projected and not in the areas that were predicted.
  - **DPAC Report** – Ray Rewcastle - Meeting was mostly reviewing last year reports. Hopefully they get into more next month.
  - **Treasurer Report** – Stacey Murphy.  
Working on getting signing authority still for Jasmin Tufnail & Marci Nicol – difficult as Credit Union is slow to respond.  
Stacey is getting PAC set up with QuickBooks.  
Budget – we are in a good situation with funds available. Money is available for things that the school needs. Reviewed budget. One big thing to note - \$5000 for busses this year for field trips so that each division can go on 2 field trips using busses.  
Let’s look at some creative ways to spend our gaming grant this year as it was not used last year.  
Suggestion - Anxiety Kits for the counsellor to have on hand to use as a tool as needed.  
If staff would like to request funds from PAC, this needs to be signed off by Christine first, then submitted to PAC.  
Budget officially approved for 2021/2022.
4. New Business
  - **Covid Exposure** – One class, one child. About 8 other kids tested in class as well, there was also a cold going through the class as well. Christine explained her protocols she must follow. Expressed that Christine handled the covid exposure very well.

- **Earthquake supplies** - Budget \$500 for new earthquake supplies. Next week Ray should have some info on costs for us for new supplies required. As far as older supplies we will check if it is able to be donated to the Food Bank. Lucia mentioned we may be able to get stores to donate food ie Superstore. Also, maybe we could use our QF points for this.
- Amy Lang – getting a package together for her as she is on a medical leave.
- **Fundraising** – Going very well!  
Gunters Meat Fundraiser – closes Oct 15<sup>th</sup>. About \$4200 in sales and \$750 in profits so far.  
Hot lunches - \$3200 profit for first month and half.  
Thrifty cards – do we want to continue with these? Lots of work for little profit. Agreed to not continue with Thrifty cards this year.  
Bookfair being online last year and it was a bust – made less than \$100. Will be a go this year if we can do in person.  
Breakfast Club – we have a grant for this as well as funds from school.  
Donate QF points! Christine will mention in her next email.  
Sweatshirts & T-Shirts – Still wanted by students & staff. Paul will focus on this closer to Christmas.  
Purdys Chocolates – this has been good in the past. Do we want to do it this year?  
Straightforward fundraiser. We will continue this year.
- **Future PAC meetings** – in person or continue with virtual? We could do this in the gym, no childcare. We will attempt to make a virtual option but this is difficult.
- **Traffic on Royston Road** – Issue is that we don't have school crosswalks. Crosswalk at Livingston but cars don't slow down much. Regional has a plan to put a bike lane all the way up Royston Rd so this may be a good time to attempt to get a crosswalk added. Flashing lights would be ideal at a crosswalk. Cost for this is \$12,000 – there is a grant from ICBC for \$3000. We could fund this from PAC potentially. Police are in a resource crunch right now and all energy in a drug crisis - no available staff to help us monitor roads more. Liability issues – not able to have staff or students help on the road with signs helping kids cross the road.
- **Meet the Teacher** – fund through PAC or do through the school? Lots of parents don't know the teachers. On the table right now trying to find ways to connect with the teachers. Hoping to have an in person meet the teacher Nov 18. Christine suggested Coffee & the Bus but she doesn't want to add to the teacher load. Teachers have a lot on their plate already!
- **Covered area** - In line for outdoor covered area. Was supposed to be this year but supply issue with lumber. Not able to leave up a tent because it would continually need to be taken down.

**Meeting adjourned at 7:59pm.**

Oct. 14, 2021 PAC Meeting – Admin Notes

1. Covid Exposure

Public Health Orders: communication, how it unfolds.

lessons learned

- Record keeping (seating plan)
  - Detailed day plans
  - Reinforcement of hand sanitizing and mask wearing routines
  - Personal conversations with families who are directly impacted by the exposure
  - There is no such thing as just a cold, the [K-12 Health Check \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/health/communicable-diseases/covid-19/k-12-health-check) is the first step and then direction given as to whether an 811 call is needed
  - Our protocols are solid
  - Returned to virtual assemblies as a precaution
2. Upcoming events: EDAS campaign - donations and information
3. Staff changes – impacts on students

Kathleen Kiwanuka – intermediate music

Ms. Lang now on medical leave – hiring for her teaching pieces

Ms. Jill Clayton returning to Royston – Nov. 1st

Tanya Persson – our new morning administrative assistant, hired to work with Clare for the year.

Ms. Veloso – now on maternity leave, Ms. Friesen now taking on the k/1 class.

- 4. District sports have resumed – Cross Country team has 32 children. Enthusiastic and excited group of runners. Thanks to Ms. Bell and Ms. Lane for coaching.
- 5. \$1700 raised for Terry Fox Foundation – enthusiastic run and pie in the face event in September
- 6. Safety drills continue – fire drill, earthquake drill and soon to have a lock down drill. Parent release protocols in an emergency. Teresa
- 7. Halloween parade – Oct. 29<sup>th</sup> - 9 am – we have asked for no weapon like props
- 8. DPAC – book prize – donated to the library, thanks Ray for attending on our behalf.