GENERAL BROCK PAC

Meeting Minutes

October 15, 2020

**Opening:**

Krista Knight and Ken Armstrong (co-chairs) hosted the Zoom meeting.

**Present:**

Total in attendance: 29. Unfortunately, I wasn’t able to catch everyone’s names. All execs were in attendance: Krista Knight, Ken Armstrong, Mike Kerfoot, Sarah Dumont, Penny McCleery and Sami Wall. Principal Nancy Paget. Fundraising Committee: Erin Boniferro and Lauren Bond. Staff Liaison/Class Parent Coordinator, Dani Conrad.

**Approval of Agenda**

**Approval of Minutes (**from last June)

**Business:**

1. **Introductions**- execs

If you would like to get in touch with the PAC and/or stay informed, you can email the PAC or join the Facebook page, www.facebook.com/general.brock.school (which is great for reminders such as class photos, etc.). You can always also contact the execs or Nancy directly.

1. **Meals on Wheels**

Sarah Dumont has a friend doing Meals on Wheels for seniors (who are feeling lonely during COVID). She had gathered cards and had an overwhelming response. A Brock mom who is Sparks leader contributed more cards made by her group over the summer. Could we gather 100 cards for the holidays?

Nancy thought this was a great idea and is happy to approach the teachers and see which classes are interested in contributing.

1. **Principal Report**
* Nancy thanked everyone for their support in keeping everyone safe and adjusting so well to new routines. Let’s keep the message out to be **on time** for school. It can be disruptive to the staff to facilitate letting in the kids who are coming to school late. However, it has been much better, and it is appreciated.
* We are up to 247 students and added a division (12).
* 90% of students have returned to in-class learning.
* Virtual teacher conferences are coming up (October 26th and 27th).
* The Terry Fox run was different this year but, it went well! It was featured on the VSB website and Brock website. We raised over $1400.
* Halloween and Birthdays: please do not send food as the COVID guidelines do not permit sharing or distributing of food. Teachers are planning other creative ideas to help celebrate. Kids **can** dress up for Halloween.
* The teachers have spent two Pro-D-Days learning about a program called **Heart-Mind**, learning the 5 domains in the subject area of Social Emotional Learning, Prevention & Diversity. Kids will be hearing more about this. Parents and kids in grades 4-7 will be completing surveys shortly.
1. **Boys’ Bathroom**

Tara brought to our attention that kids have been doing their business in all the wrong places. Nancy said she would look into this.

1. **Events/Activities**

We reviewed some of the activities that we have done in the past and discussed whether or not they would be doable this year due to COVID.

1. Earthquake Comfort Kits- the PAC usually organizes this.
* Nancy’s response: most schools have moved away from this. Comfort kits are actually not supposed to be in the bin. For this year, let’s just leave it.
1. Pumpkin Patch
* Nancy is looking into whether or not this activity follows COVID health and safety guidelines and she is waiting to hear back. Do we need to wipe down the pumpkins? Timing for this is tight.
* Penny said it may be possible but would need to be soon.
* Ken suggested we could drop off the pallets and leave them at the school. If parents need to stay away, maybe we could get kids to distribute the pumpkins.
* Nancy suggested maybe a few parents could set it up before the kids come to school.
* Lauren said last year it took 4 parents about 30 minutes to set up the pumpkin patch and it was easy to do.
1. Hot Lunch Program
* Nancy said it’s still a **no**.
1. Other Ideas? Parents, please let us know if you think of any activities or events that could work during this time.
2. Parent Education- this could definitely still happen over Zoom.
* Ken suggested **mental health** for parents or in general. Nancy said she could check with the district and Darrell Scorah said he could look into this too and is happy to organize this.
* Joanna Cook reminded us that we were supposed to have **sexual education** every 2 years. We missed last year so she is wondering if we will have it this year. Nancy said she would check into this and see if Saleema Noom is available. Krista reminded us that this was already approved for budget.
* Penny said that there was an email from a parent who would like to take on the parent education role. We will find out who that parent is.
1. Class Parents
* Dani said she is still looking for class parents for the following two classes: Mr. Mitchell and Mr. Cruise. (sorry if I’m spelling these names wrong).
* There was a brief refresher about the roles and responsibilities of class parents.
* Nancy will send out an email on behalf of PAC to the parents in Div. 1 and 12 to see if anyone is interested in being the class parent
1. **Fundraising**

Lauren Bond and Erin Boniferro filled us in. About $4,000 was allocated for things related to the school (not books or field trips).

1. Direct Drive
* We have collected with direct drivein the past. Ken can drop forms off to Nancy this week so she can arrange for distribution.
* Tara mentioned that there was an issue with School Cash Online last year.
* Lauren said that it is helpful for fundraising if we can state what we are raising the money for. Krista said we could highlight the **library/learning commons**. Nancy agreed that this was the area that would be best. Tara said it may be important to recognize that it is a tough time for many families and there is obviously no pressure to donate money.
* Erin brought up the possibility for a book drive. We could get a list from the librarian and parents can fill the shelves.
1. Spirit Wear
* Joanna said this is easy to do and she could facilitate front porch pick-ups since she lives so close to Brock. Everyone agreed we should do this sooner rather than later.
1. Shopping Cards
* We purchase gift cards from local businesses at a discount so we can get the profit.
* Some businesses are suffering right now. They may appreciate the business or, on the other hand, may not be able to facilitate shopping cards this year.
* We should decide what we want to raise money for. This will help us when we ask businesses if they would like to participate.
* Lauren and Erin will get started on this.
1. **Finance Update**

Mike Kerfoot went over last year’s budget.

* $48,000 was approved. We spent $35,800 so we are in a good position for this year. Mike broke down all the numbers from last year (I caught a few: $4,900 from direct drive, $9,300 from the soiree, $736 from gift cards). Our total revenue is $23,835.
* In June, we approved our budget for this year: $33,600
* In the end of August, we were at $48,000 with another $9,000 coming in.
* So, we have $57,000 to work with this year if we don’t do more fundraising.
* We are all happy with this cushion.
1. **Spending for This Year**
2. Library- $5,000
* $5,000 starting cost for e-books and audiobooks + $1,000 yearly subscription fee.
* Update and modify books (Indigenous, SEL, Black History, Coding, Graphic Novels, etc.)
* New tables and chairs for learning commons
* We spent $3,000 last year.
* $5,000 Budget approved in June for this year.
1. Rock the Salish Sea- $2,500
* We couldn’t run this one last year so, the budget is carried over to this year.
* This year it would be virtual. Nancy working with the artists and district on this.
1. Technology- $16,000
* Nancy asked the district for 30 new iPads and we received them. These are mostly being used with the primaries. If we could have a few more, that would be great. We would also need a new cart.
* We need white boards, not chalk boards. The $4,000 that was approved in June would basically buy 10 iPads or a few projectors.
* Ken noted that $4,000 was approved in June. He suggested we approve an additional $12,000 today and re-visit this budget in early December. Everyone agreed so a $16,000 budget has been approved.
1. Gardening/Outdoor Programs (SPEC, plants, planters, supplies)- $1,000
* It costs $9000 – 10,000 to run SPEC school-wide
* Nancy is checking in to see if we can run the program. It is outside and all equipment is cleaned. This can also be used as in-class field trips.
* Teachers really like this program and the kids learn a lot.
* Budget approved in June.
1. Class Funds- $2500
* Nancy removed field trip funds since they most likely won’t be happening this year, other than what is walkable. No need to tie up the money for this.
* Budget approved in June.
1. Music Stands
* 5 at approximately $60 each.
* Budget approved.
1. **Sound Barrier**
* Along Main Street near the outdoor classroom.
* Is there an effort from the VSB to do anything about this?
* Nancy said we cannot put a hedge up due to site lines (security issue).
* Krista suggested we re-visit this to see if there is something that the PAC can support.
1. **Seismic Update**
* Melissa Johnson gave an update from the DPAC meeting on the VSB long range facilities plan.
* A lot of schools have concern for how they estimate the number of students in new schools.
1. **Crime**
* Ken brought to our attention an ongoing neighborhood safety concern.
* There is a man named Steve living in a white van outside 267 East 32nd. There is also a woman living in the van. There are drug deals going on in the middle of the day (often around 9:15am). Ken has been in communication with Officer Mum and there is already a case file number with the VPD. The file # is: **20-10-6444**. Steve is well known to police.
* If you see any deals, please note license plates and email Ken. Or call it in to the VPD with the case file number. We already have patrolling in the neighborhood but, the more complaints, the more patrols.
* There is also a drug house on Sophia, behind the school, that is known to police. The murder last year on 36th was due to a drug deal gone bad.
* Nancy said there was a bike stolen at the school today- they cut the fence to do it.
* If you see someone going onto school grounds, call the school. Nancy and Mike, the engineer, will go out to check.
* There is proper supervision when the kids are outside, and teachers will be more vigilant.
* Ken will draft a letter for the next meeting. We can sign off on it to send to councillors.

**Next Meeting:** In November. Exact date TBD

**Adjournment:** Ken and Krista adjourned the meeting at 8:15

**Minutes Submitted By:** Sami Wall