



# MEETING MINUTES

## Sooke Elementary PAC Meeting

*Date/Time* April 8, 2021 via Google Meet at 6 pm | *Meeting called by* Sooke Elementary PAC

### Executive Members

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Marianne Waldemarar, President | Janelle Holstein, Vice President | Jessica Poitras, Treasurer | Shannon Scott, Food & Event Coordinator | Meghan Rownd, Secretary

**Call to Order** – Meeting of the PAC was held April 8, 2021 at 6 pm via Google Meet. Call to order at 6 pm.

### Welcome and Introductions

Territorial Acknowledgement – Sooke Elementary PAC would like to acknowledge the traditional territory of the Coast Salish, specifically the T'Souke nation on which the school is built. We recognize the territory and the nation. We thank them for sharing this beautiful land.

### Opening Motions

- **MOTION** to adopt agenda (MR 1<sup>st</sup>, JP 2<sup>nd</sup> CARRIED)
- **MOTION** to approve March 2021 meeting minutes (MR 1<sup>st</sup> MW 2<sup>nd</sup> CARRIED)
- **MOTION** to adjourn meeting by 7:00 pm (MR 1<sup>st</sup>, MW 2<sup>nd</sup> CARRIED)

### In Attendance

- PAC Executive: Marianne Waldemarar, Meghan Rownd, Jessica Poitras
- Other Attendees: Krista Leakey

### Partner Groups

- Question: Any word on school closing?
  - o Hasn't heard anything yet but things are getting pretty tough
  - o Reminder to parents and students to not congregate after/before school
    - Too hard to monitor who is around who if they aren't with who they're supposed to be with
    - Especially if contact tracing needs to happen
  - o A letter will be heading out to parents shortly with reminders
  - o Intent is to keep the schools open
- Grade 5 snack day teachers are on board with doing it as long as we follow covid rules
- Bottle drive has to follow covid rules also
  - o Not sure if we can do it safely for the kids
- Chromebooks arrived today
  - o We have 30
  - o Liz will get them catalogued and barcoded
  - o Still waiting on the card for storage
  - o Approximately, \$7500 for PAC and \$2300 for the school
- Facilities
  - o Ms. Hill has brand new floor installed in classroom, Mr. Bouchard is getting his flooring next
  - o Question: So no new school?
    - Who knows? Krista hasn't heard one way or the other
  - o Took measurements for the accessibility ramp in the smaller playground
  - o They've measured for a new walkway in the back parking lot
- Ready, Step, Roll
  - o Sent email to primary staff for the tickets to hand out to drivers

- They're going to go ahead – tickets will be given to ICBC and RCMP to raise awareness of safe driving around the school
- Enrollment for next year
  - Down 2 positions for next year
    - 12 divisions instead of 14 divisions
  - 50 Kindergartens registered
  - Follow up with who is actually leaving so we can do something for the ones that are gone for good
- 7 students returned from remote learning after spring break
- Rotary gave PAC a check – we did receive it
  - Needs to be used for literacy support – books
  - PAC plan is to provide Ms. Stannard with \$400 for the library rather than \$300 and put the \$300 Lions money towards the bookfair classroom books to make it even for the PAC
- Literacy week April 20-23<sup>rd</sup>
  - Favourite books, bulletin boards, guest readers, invite parents to record themselves reading book to their kids and the teachers can show it to the class, etc.
- Questions for Krista:
  - Letters for the sign – how do we get access? Ask Mandy or they can put stuff on there
    - We'll send the information to them to put up for us
    - Invited the school to go ahead with whatever they want to put on the board including school activities
  - Final numbers book fair?
    - Will look into it and let us know
  - Gym class inside for grades 4&5's. Can they be doing more outside so they can take masks off?
    - Concern is that they're wearing masks running around in the gym getting sweaty making them uncomfortable for the rest of the day
    - Katrina does the gym prep for classes and she has been getting classes outside as much as possible
      - She is using the back corner of the field for gym class
      - There is some overlap though so some have to be inside or on other half the field
      - They are encouraging teachers to get them outside
    - Kids can ask for another mask if needed from the school - they have disposable available
    - Asked her to remind parents to pack more than one mask
  - Parking concerns in front parking lot. Could Krista remind parents of other places to park?
    - ACTION: Meghan will add drive to 5 reminder in newsletter and reminder to park in designated spots
    - ACTION: to send the Drive to 5 locations to Krista

## Old Business

- Purdy's Fundraiser Update
  - We raised about \$216 for PAC
  - Not as good as Christmas but money we didn't have for very little effort
- Flower Fundraiser Update
  - We pulled in \$1605.00 in orders which will give a profit of \$565.64
  - Orders will be delivered to Meghan's house on April 28<sup>th</sup>
  - Order has been submitted already
  - Cheque will be ready for Hilltop for when they deliver the baskets
  - Baskets will be handed out to parents May 1<sup>st</sup> from 10-12pm in the front school parking lot
- Playground Update
  - Meghan has gotten quotes from Habitat Playground Equipment to add some free standing play items to the smaller playground

- Looking at two activity boards and a spinner
  - Will be submitting our choices to them to get the final quote including shipping
- Meghan will also be looking into the natural playground items that she found last year
  - Specifically looking at a log and stump obstacle course for the smaller playground
- We will also be looking at buying equipment for playing out in the field such as a throwing golf game and maybe some other games
- Also, looking at getting stencils that can be painted onto the hard surface areas to give more play options there
  - We will be looking at getting collapsible hockey boards and possibly new soccer nets from Flaghouse for the hard surface area
- Thought is that the larger playground is good as it is but we want to add some items to the hard surface area, the smaller playground and the field for the kids
- Once Meghan has everything together she will submit a report to the PAC for approval and then forward it off to the school board via Krista to get approval
  - Hoping that if PAC pays for the equipment then the school board could install for us
- Also, talked to Krista about using the green emergency bin, that belongs to PAC, to store outdoor equipment – possibly moving it closer to the middle door once the emergency equipment is moved
- We are hoping to have approval and items purchased to arrive before summer so that it can be installed before school starts next year
- Grade 5 Hoodies Update
  - We got the contact info from Spiritwear
  - Janelle will look into it further
  - We'll get an order form with student name and size
    - With something like if the parents want to donate but they don't have to
    - We need to get the first and last name, div number/teachers name and size
    - Ask teachers to fill in div/teachers name
  - Quote needed first – 75 students
    - Then ask Krista if the school will provide some funds
  - Melinda's vinyl creations, Spiritwear, Teamworks, Vistaprint, Sooke fax and copy quotes

### **Treasurer Report**

- As of February 2021 we have \$17,930.74 in our general account
  - Still have deposits to make for Rotary Club, Make It Sow and when we get Purdy's
- As of February 2021 we have \$12580.26 in our gaming account
  - We have potentially \$1200.00 coming out for school books, some field trips and other whole school supplies that have been paid for
- Asked Krista to have Chelsea and teachers send in receipts and invoices PAC asap
- Are PAC paying for guest speakers for literacy week?
  - No most are volunteer
  - Ms. Moore is providing prizes for activities so PAC can help cover that cost

### **New Business**

- Grade 5 Outdoor Grad?
  - Krista has said that all the Elementary schools are going to meet to see if they can do something for the grade 5s
  - ACTION: to follow up with Krista to see if there is anything the PAC can do
- Are hot lunches still okay to do?
  - We're still a go for it
  - Confirm April 23<sup>rd</sup> Subway lunch
  - Order forms sent to Chelsea to send to teachers

- Soccer nets that we bought – we need to return them and get something more suitable
  - o It needs to be disassembled so we can return
    - One is in the box and the other is taken apart already but the box is missing
    - ACTION: Marianne will pick them up and return to COSTCO
- As soon as shelves are in the big sea can Krista will let us know
  - o Using the green bin for outdoor play equipment is a go
  - o ACTION: when we get the green bin cleared out PAC will clean it up and make it suitable for students to use

### **Announcements and Adjournment**

- Next Meeting Date: May 6, 2021 @ 6pm via Google Meet
- Adjournment
  - o **MOTION:** to adjourn meeting at 7:15 pm (MW 1<sup>st</sup>, JP 2<sup>nd</sup> CARRIED)

### **Future Topics to Discuss:**

- **Reflector Fundraiser – April or May**
- **Hot Lunch Items – May/June**
- **Bottle Drive Fundraiser – PAC**
- **Outdoor Games/Toys donations from Parents**