

Upper Lynn PAC Annual General Meeting

September 14, 2020 | 7:00 – 8.30pm

MINUTES

The Upper Lynn PAC AGM took place via ZOOM.

ULE PAC Executive in Attendance: Sandee Sangha, Jacquie Kydd, Natallia Dzmityrieva, Jess Sprowson, Michelle Buxton, Susanna Smith, Rita Vilensky, Ashley Yeung, Caroline Chambers, Victoria Kelly, Megan Renzitti.

School Administration in Attendance: Randy Holman, Lise Grendel.

ULE Teachers in Attendance: Kelly Blaker, Amanda Turcato, Bill Piggott.

PAC Members in Attendance: Denise Cooper-Bradley, Lizelle Van Herdeen, Amanda Proctor, Sarah Kosari, Zee Noorani, Kait Lilley, Tara Steinberg, Samira Kalantari, Nafeesa Valli-Hasham Tanja Haller, Rachel McDonnell, Jaco Wessels, Karen Robertson, Payham Koochi, Emma Milley, Yasi Manki, Becky Carlson, Elise Harris, Christie Owen, Tanya Murray, Mike Harris, Andrew Linklater, Warren Biel.

1. Call to Order on Zoom

The AGM was called to order at 7:05 pm by Sandee Sangha.

2. Review and Adopt Agenda

The motion was passed by Rita Vilensky and seconded by Jacquie Kydd.

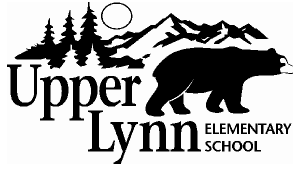
3. Approve February 24 Meeting Minutes

The motion was passed by Caroline Chambers and seconded by Jacquie Kydd.

4. Update from School Administration (Randy Holman and Lise Grendel)

We are looking at the school year through the lens of a pandemic and Randy started by thanking the PAC for their support, patience and understanding during these unprecedented times. Information is changing daily for the School Administration team and their priority is what's best for the students which can lead to some difficult decisions.

- ULE is welcoming the following staff to the school this year: David Liou from Norgate (Grade 6/7); Paula Stanley from Larson (Grade 5/6 with Michael Choi), Laura Couling (LST teacher), Brittni Thompson (School Psychologist), Stephanie Hiroso (school counselor).
- Lise Grendel is sharing Grade 3 with Rebecca Peters. Rebecca Peters will also be teaching drama and music. Mrs Megahy is sharing Kindergarten with Ms. Daley. Ms Daley will also be focused on professional development for the teachers.
- Jenny Jalob, Christina Yee are new EA's.

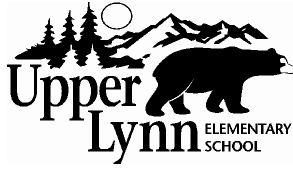


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- Primary conferences and Curricular night (Grade 4 -7) dates are still to be determined. Further details to follow. Randy asks for everyone's support and patience as the teachers work through the details.
- Sports: Local in-school sports will take place this year, however there is currently no competition.
- Walking Field trips may also take place if teachers choose to arrange. Public buses and parent cars are currently restricted.
- **September 23rd:** Individual Photos will take place in the morning. Cleaning protocols are currently being developed.
- **September 25th:** Professional day. The focus will be social and emotional learning for the teachers. Randy is very excited about this program. Further details to follow.
- **September 30th:** Orange Shirt Day. Wearing an orange shirt and promoting the slogan, Every Child Matters, is an affirmation of our commitment to raise awareness of the residential school experience and to ensure that every child matters as we focus on our hope for a better future in which children are empowered to help each other.
- **October 1st:** Terry Fox walk/run will take place on the grounds of the school. The event will be staggered throughout the day through the forest and playground. Parent support and access will be restricted. Further details to follow.
- **October 2nd:** Curriculum Implementation Day = No school.
- **October 12th:** Thanksgiving holiday.
- **Town Hall** – It was suggested that video from the recent virtual Town Hall with NVSD Superintendent and VCH Chief Medical Officer regarding the return to school may be helpful for teachers, and parents with respect to a currency of information from the District Chief Medical Officer.
http://video.isilive.ca/sd44/Town_Hall_Sept_9_2020_VCH.mp4.html
- If a teacher is visiting who is not part of the cohort, they will wash their hands upon entering the classroom and wear a mask unless 6ft distancing is possible. The School Administration is wearing masks as much as they can, however students are not required to wear masks. Teachers are also encouraging physical distancing by the students, however it will be challenging to maintain at all times.
- A question was raised with regards to the odd and even division recess plan and whether this decision will be re-visited. Randy explained the rationale for this decision which was made with the student's safety as the number 1 priority. The administration's erred on the side of caution and safety to ensure that students are spread around the school grounds as much as possible during recess to reduce tight clusters and cohort contamination. Re-visiting this decision will not be possible.



Upper Lynn PAC Annual General Meeting

September 14, 2020 | 7:00 – 8.30pm

MINUTES

- **Sick children** – All parents are required to complete the daily Health Check at home with their children. Fever and cough are the two most serious symptoms and parents are asked to err on the side of caution with runny noses. Children will be sent home if they present symptoms at school and parents are asked to call 811 for advice. Randy indicated that the symptoms on the health check may change and further information will be shared. For those students with allergies, the administration is asking that parents monitor symptoms closely. There is a lot of fear among the community. Parents with children with allergies may be required to keep their children at home if they are presenting symptoms to erase fear or request a test to be 100% sure.
- A question was asked as to whether parents be informed about positive cases in the school. Randy responded advising that Public Health will maintain personal confidentiality for families with COVID-19, however if a child is in a class that may have been exposed, then Public Health will contact families. The School Administration team will take the lead from Public Health.

5. PAC Activities Update (Sandee Sangha)

- **Hot lunch:** ULE will not be running Hot Lunch as parents are not permitted into the school at this time. Credits will be held on MunchALunch, unless families request a refund.
- **After School programs:** programming will not be offered at this time.
- **Movie Drive In:** This event has been postponed to the Spring at the earliest.
- **Halloween:** This event has been cancelled for 2020.
- **Online fundraising:** The PAC is open to online fundraising ideas for the school year. New ideas include samosa and Max Fruit fundraisers. The plan is to also to continue with many of the current online fundraisers including Purdy's, Chapters, Mabel's Labels and poinsettias.

6. Volunteer Opportunities (Sandee Sangha)

The PAC is looking to a few outstanding class representative roles to facilitate communication between parents and teachers. Current outstanding roles as of September 14 are as follows:

- Division 1 (Ewing)
- Division 2 (Romeo)
- Division 3 (Liou)
- Division 5 (Stanley/Choi) - 1 person looking for a co-rep
- Division 6 (Edgar)
- Division 9 (Baltruschat)



Upper Lynn PAC Annual General Meeting

September 14, 2020 | 7:00 – 8.30pm

MINUTES

7. 2019/2020 Update (Jess Sprowson)

Revenue for the year was \$45,932 which contributed to a budget shortfall of \$16,268 due to the cancellation of Hot Lunch Term 3 and the Spring Carnival. The loss for the full year was only \$2,743, due to reduced spending in Term 3. Revenue highlights for the year included:

- Hot Lunch \$18,300
- After School Programs \$3,764
- Tech Contributions from parents \$3,665
- Halloween Party \$3,342
- Purdy's Christmas and Easter \$2,485
- Card Project \$1,098

PAC Expenses for the year were \$48,675 leading to an overall lost of \$2743. Expense highlights included:

- Band - new spotlights for Christmas/band concerts \$1,690
- Divisional Expenses - \$5,706 (each division gets \$300)
- Field trips - \$2,272 (each division gets transportation for one field trip)
- PE Equipment and Enrichment - \$6,500
- Library Supplies and Enrichment - \$5,980
- Teacher's Requests - \$6,510
- Technology - \$8,045
- PAC Speakers Program - \$3,364

Fundraising initiatives for the year were as follows:

- \$225 RainCity LGBTQ2S+ Housing (Drag Queen Story Time)
- \$469 North Shore Band & Strings (Christmas Band Concerts)
- \$278 Pinkshirt.ca (Pink Shirt Day)
- \$1,444 Argyle Building Fund (Breakeven Drive In Movie)

The drainage and playground update project was also completed in the Spring of 2020 with the installation of multi-use swings. The total cost of the project was \$38,400. This was a multi-year initiative led and funded by the PAC.

8. Budget Review and Approval (Natalia Dzmityieva)

The PAC has recommended a conservative approach to the budget this year with planned income of \$31,900 compared \$61,700 last year. The biggest amendment for income is Hot Lunch (\$25,000). Halloween has also been cancelled and After School program revenue has been reduced by 50% to \$2,000. Carnival income of \$10,000 has been held in the budget as this is a June event and restrictions may change.



Upper Lynn PAC Annual General Meeting

September 14, 2020 | 7:00 – 8.30pm

MINUTES

From an expense perspective, the PAC would like to provide the teachers with funds to maintain operations as much as possible for the year. Items which were removed from expenses in the proposed budget included Enhancement Programs and Cultural Groups, as there will be no school assemblies.

The planned overall budget deficit for the 2020/2021 school year is \$18K which the PAC Executive plan to cover with Term Deposits.

In terms of fundraising, the Card Project, Mabels Labels, Cobs Bakery, and Purdys will continue. The technology fundraiser will also take place to allow the school to keep its technology up to date for students.

Jaco Wessels asked if a reduction in Field Trip Transportation costs should be considered for the year given current limitations. It was unclear as to whether cohort private bus trips can take place and Randy will follow up. During further discussion, it was also concluded that Field Trip Transportation would be reduced by 50%, providing each Division \$150 for the year.

Randy also presented a music funding request from Bill Piggott who would like to teach Division 5 to 13 students the Ukulele. This is due to current Public Health Office restrictions on singing. A student Ukulele package has been costed out at \$61 through Empire Music. Several scenarios were discussed and initial feedback from PAC parents in attendance was positive. It was agreed that a poll would be held on the PAC Parent Facebook page to solicit broader interest and that the 50% savings from Field Trip Transportation could be set aside for the PAC to support a Ukulele program for the school year.

Motion to approve the budget was called by Sandee Sangha. The motion was passed by Rita Vilensky and seconded by Jacquie Kydd. There was no opposition to the proposed budget with the amendments to Field Trip transportation.

9. PAC Constitution & Bylaws

The PAC Constitution has been amended by the PAC Executive to be in line with BCC PAC. The revised Constitution and Bylaws were published to parents on the ULE PAC parent Facebook page and sent to all parents in June. Sandee called for a motion to approve. The motion was passed by Jacquie Kydd and seconded by Jess Sprowson. It was confirmed that no one was opposed to the amendments.

10. 2020/2021 Executive Election

The PAC Executive at ULE consists of the following elected roles: Secretary, Treasurer, DPAC Representative, Vice President, and President. Sandee called for additional nominations, however no further nominations were put forward. Sandee



Upper Lynn PAC Annual General Meeting

September 14, 2020 | 7:00 – 8.30pm

MINUTES

called for a motion to approve the Executive Committee as presented. There was no opposition to the nominations. The motion was passed by Jaco Wessels and seconded by Caroline Chambers. The PAC Executive for the 2020/2021 school year will be as follows:

- President: Sandee Sangha
- Co-President: Michelle Buxton
- Treasurer: Natalia Dzmitryieva
- Secretary: Susanna Smith
- Co-Secretary: Rita Vilensky
- DPAC Representatives: Jacquie Kydd and Emma Milley

11. New Business

- Halloween: Andrew Linklater, member of the PAC, proposed that a sub-committee be created to brainstorm ideas for a safe Halloween for ULE families and has offered to lead this discussion. All ideas are required to meet Public Health Office regulations.
- Outdoor School: Randy confirmed that it is currently cancelled for this year.
- Split-Classes: It was asked if there would be any consideration of changes to students in split classes. Randy informed the PAC that any changes would lead to cross-contamination would be against the direction of the Public Health Officer. The administration is focused on safety of the students.

The next meeting is Monday, November 9 at 7:00pm. The meeting was adjourned at 8:26pm.