

Prospect Lake Elementary PAC Meeting  
February 16, 2021

|                          |  |
|--------------------------|--|
| <b>In Attendance:</b>    | Shelly McIntyre, Desiree Davies, Carolyn Ensing, Sarah Angus, Natasha Crawford, Harpreet Hornett, Trish Smith, Sam Beecher, Paula Hesje, Yvonne Hendry, Andrea Rantucci, Jordan Crump, Brittany Crump, Krista Barnabe, Jacquie Davis   |
| <b>Guests:</b>           | Anita Ko, Principal<br>Sat Lail, Vice Principal  |
| <b>CALL TO ORDER:</b>    | 7:03   |
| <b>WELCOME:</b>          | <p>Shelly McIntyre - Welcome to all parents and members, thank you for joining this virtual meeting. We acknowledge the WSA NEC people on whose land we work, learn and teach.</p> <ul style="list-style-type: none"> <li>o Approval of Agenda: 1<sup>ST</sup> and 2<sup>Nd</sup> Wendy and Carolyn</li> <li>o Approval of Minutes: 1<sup>ST</sup> and 2<sup>nd</sup> Carolyn and Natasha</li> </ul>   |
| <b>PRINCIPALS REPORT</b> | <p>Sat Lail:</p> <ul style="list-style-type: none"> <li>● I'd like to acknowledge amazing EA staff that supervise the kids and support the teachers.</li> <li>● The staff are very thankful for the offer for the seeds, they are very much looking forward to planting them.</li> <li>● Thanking all the families for continued health checks.</li> </ul> <p>Anita Ko:</p> <ul style="list-style-type: none"> <li>● This month we focused on community building, literacy and spirit day. WE have another one coming up; pink shirt day.</li> <li>● This month our school virtue is on compassion and kindness. Also really working on school beliefs.</li> <li>● Literacy day was different this year and Mrs. Bourdon did a great job in organizing it. For the primary kids to have books selected for them by the intermediate students was a great idea. The younger kids loved the books and the little notes from the older ones.</li> </ul> |

- Morning walkers are doing great. Since we can't offer too many jobs in leadership the volunteers are very excited about this.
- New student teachers for the next 8 week. Very happy to have them in Mrs. Gladwins and ..... class
- March 11th is the Parent engagement survey which will focus on mental health.
- Early dismissal next wednesday, March 24th, for parent teachers meeting.
- Report cards coming out on March 11th
- Lost and Found is still very full, please come take a look, it will be outside if not raining.
- Not really much else is different with the new safety measures put into place last week for teachers wearing masks etc.
- Parking a lot and pick up has become a lot better. Thank you to the families that are helping with that.

Questions from PAC:

Can you clarify when teachers do and do not have to wear their masks?

What are considered "workstations"?

- Most often it means at their immediate desks and up at the front of the classroom. as soon as they move about with the kids then the mask needs to be on. But could also mean a rainbow table which is where some group work could be done, when the kids are around it.
- Reminder to some of the student helpers to please wear a mask, have seen some without that are walking kids to classrooms.

Have the locks been fixed in the boys bathroom?

- Work order has been put in, but we will double check on that.

Gaming money for jerseys:

- Used for soccer, basketball, cross country and volleyball to name a few.
- The jerseys are tank in design
- Sublimation is actually dying different colours into the fabric so it won't crack or fade.
- Will need about 85-90 jerseys for around \$3k depending on shipping.
- Requested quote on 100 originally but was too expensive.
  - If we need to we can order more at another date
- Would need 136 jerseys to cover all grade 3, 4 and 5 kids.

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|---------------------------|---|
|                           | <ul style="list-style-type: none"> <li>● \$34.75/jersey</li> <li>● Would have the numbers on the back.</li> <li>● Extra design or colours doesn't increase cost</li> <li>● Life span? <ul style="list-style-type: none"> <li>○ The way that they make them the jersey should be able to last pretty long. the ones that are silk screened have lasted 15 years.</li> </ul> </li> <li>● Parents, teachers or volunteers are responsible for laundering them.</li> </ul>  |
| <p>TREASURER'S REPORT</p> | <p>See attached</p> <ul style="list-style-type: none"> <li>● Not much extra to the plan from last month. Have paid for some canopies, picnic tables, and some other minor expenses.</li> <li>● Overall if we are looking at the jersey the 3k it should be easily reachable, we might even be able to buy more jerseys if we wanted to look at that.</li> <li>● Country Grocery not included right now as we are not sure what we are going to do with the cards yet.</li> </ul>  |
| <p>COPAC REPORT</p>       | <p>See attached</p>   |
| <p>PRESIDENTS REPORT</p>  | <p>Fundraisers:</p> <ul style="list-style-type: none"> <li>● Purdys will be coming home in the next couple of days.</li> <li>● Clothing is up and sending out a reminder, next monday last day. 21 orders so far so we will get the word out and get more orders.</li> <li>● Spring flowers are in the works, delivery for May 4th hopefully. Will get the due date for purchases.</li> <li>● Art cards: teachers will start working on the art, same kind of dates as the flowers. go out about the same time.</li> <li>● Bottle drive for April 11th</li> <li>● Craft Drive/Staff Appreciation: <ul style="list-style-type: none"> <li>○ Collecting money is going well. You can drop the money in the PAC box or you can do it online through the hot lunch site.</li> <li>○ \$605 in cash and online donations so far</li> <li>○ We did get a proper list from Gaby in regards to a wishlist so will have a look at that.</li> <li>○ Closes on the 19th.</li> <li>○ Shelly will talk to Anita and make sure the teachers know who to give money from parents to.</li> </ul> </li> </ul> |

- Yvonne:
  - Micro flower grower,
  - Would like to offer a flower subscription with a portion of the sales going back to the school.
  - A bouquet of flowers per week
  - three categories:
    - six weeks of sweet peas (June/July)
    - Four weeks for July and August.
  - two different price points; \$15 posie and \$20-25 bouquet.
  - Arrange with the families to pick up on a designated date or a pick up time at the school.
  - Currently creating our own website (Shopify) that we could use for ordering the flowers or willing to go through the hot lunch website.
  - 5-10% would be given back to the school from total subscription.
  - Carolyn: if we went with the hot lunch website it might take a while for the payments to processed and the money to get back to Yvonne. Need two signatures for cheques.
    - Administratively it would be easier to go through the shopify site.
- Natasha: Flower subscriptions are very on trend, consumers love them right now. The farm is hyper local level, organic and non pesticide and local to the peninsula.
  - Tiny Tree Herb Farm.
  - ticks boxes in many regards. Staying within the community. she can handle the volume, supplies to browns mosi, and Browns would partner with Yvonne for this summer. Farm to table model. customers are getting a good product.
- Maybe we need to create a sales sheet like we do for the Purdy's orders that way all the parents would be on the same page.
- Totally willing to print up/brochure so it is clear and laid out.
- Will be a cap on each of the flower subscriptions.
- Timing: Thinking would like to do advertising around mothers days
  - maybe later in may, spread things out a little bit. give a couple of weeks to keep open.
- Could deliver within a certain area or if people could come to the school and pick them up.

Jerseys:

- need to decide the number of jerseys and how much we want to spend on them.
- How long they last: silk screen 4-6 years and sublimation is 7-10 years. no extra cost to replace them or just run one off. no minimum required.
- if we do jerseys does this mean we aren't putting funding to the earthquake kits.
- Carolyn: We can do both this year. 3k for the jerseys and afford another couple thousand dollars for the earthquake supply kits. could look at ordering more jerseys another year. How much in the

|                            |  |
|----------------------------|--|
|                            | <p>gaming account: just about 8k currently. total amount you need to use in the certain time period.</p> <ul style="list-style-type: none"> <li>● Doesn't look like there is going to be anything in the fall for sports either so we could tap into the next year's budget to get another year. no other equipment has been asked for by the school that they need for sports equipment. bought new balls last year.</li> <li>● <b>Carolyn: motion to authorize the \$3k for 85-90 jerseys</b></li> <li>● <b>All members in favour</b></li> <li>● Plan is for yellow and blue with maybe yellow stripes, wont have sleeves.</li> <li>● Jordan to maybe help with Anita to help with the design and graphics.</li> </ul> <p>Vacant PAC and meetings:</p> <ul style="list-style-type: none"> <li>● no march meeting,</li> <li>● Before the April meeting we will use class reps to spread the information as to what positions will be available and what those positions entail.</li> <li>● In the April meeting we will need to make a committee. Ned to figure out how this happens.</li> <li>● Desiree and Shelly will work on that before the meeting.</li> <li>● Available positions so far: <ul style="list-style-type: none"> <li>○ President/co President</li> <li>○ vice president</li> <li>○ Communications as well might be up for it.</li> <li>○ Treasurer</li> <li>○ CoPACS may also be up for elections.</li> </ul> </li> <li>● Please email the PAC if you are interested in nominating anyone.</li> <li>● Hard when we can't meet on the playground.</li> <li>● May meeting is when the election happens.</li> <li>●</li> </ul> <p>Grade 5: Sherri Ramsy has volunteered to make this year's yearbook.</p> |
| <p>GENERAL DISCUSSION:</p> | <p>Next events:</p> <ul style="list-style-type: none"> <li>● Egg drive? would be next</li> <li>● Anyone able to would bring in a dozen eggs. Distributed amongst teachers and staff</li> </ul> <p>Should maybe let the teachers know what they will be getting in regards to the craft drive so they have an idea of what they will have after spring break?</p> <p>Funds disbursement: anything we make from here on in will just sit in the account for the next year.</p> <p>Earthquake Kit:</p> <ul style="list-style-type: none"> <li>● \$2500-\$3000 would be needed for the earthquake kits for another 48/72hrs.</li> <li>● Might be able to piggyback on the bulk order from the district. Desiree to look into that.</li> </ul>  |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>● Do the new Kindies need an earthquake kit? Shelly will follow up with Anita.</li> </ul> <p>Fish tank:</p> <ul style="list-style-type: none"> <li>● Staff haven't had a chance to talk about this yet.</li> <li>● commitment: <ul style="list-style-type: none"> <li>○ The company comes in and sets everything up, comes in monthly for cleaning and feeding etc.</li> <li>○ Don't have details on cost yet, still talking about it.</li> <li>○ The staff have to be on board with it.</li> </ul> </li> <li>● One idea is that if the staff don't want to take this one maybe parent volunteers could this? <ul style="list-style-type: none"> <li>○ Krista knows about fish tanks and could help out.</li> </ul> </li> <li>● Could do a home grown version for very little money.</li> <li>● Will wait for Anita to talk to the staff.</li> <li>● Maybe the grade 5 students could take this on as a leadership challenge or the PAW Squad?</li> <li>● Natasha has a 90gallon tank that she could donate.</li> </ul> |
|--|--|

Immediate Need for Volunteers: sign up at <https://ples.hotlunch> or email [prospectlakepac@gmail.com](mailto:prospectlakepac@gmail.com)

**Upcoming PAC meetings: Via Teams 7:pm**

**Next meeting:**

**No March meeting**

**Tuesday, April 13, 2021**

**MEETING ADJOURNED: 847**

## Principals Report -Feb 17,2021

### ACKNOWLEDGEMENTS

- Thank you to our PAC for the SEED order for staff from the fundraiser. Staff are excited to plant in the garden this year.
- We thank our Support Staff for their support of students and supervision. A shout out to our parking lot crew who welcome our student in the morning and work to keep the drop off lane moving smoothly.
- We appreciate our Families for their continued diligence in completing the health check each day. Here is new resource **NEW MOBILE HEALTH CHECK APP:** [Health Check App](#). *(The link is also posted on the front page of our school website)*
- We greatly appreciate the concerted effort by all in decreasing the density on the school grounds.

### WHATS HAPPENING IN THE SCHOOL?

#### COMMUNITY BUILDING

**This month our whole school virtue** is on Kindness and Compassion. A PAWS squad activity will be focusing on our beliefs- look after ourselves/look after each other/ look after this place. Our next whole school event is **Pink Shirt Day on Feb 24.**

There are many classroom specific themes and activities the next couple of weeks that teachers are preparing for including:

- **Primary classes** celebrating Valentine's Day, Chinese New Year or Hundreds day.
- Our **Grade 3** classes are constructing cardboard creations for Applied Skills and Design or using the Tool Cart and hammering out a cool project, learning about Chinese New Year, Martin Luther King and focusing on Social Emotional Wellbeing.
- **Our Grade 4/5** focusing on SEL, long division and Inquiry projects

We had a successful **Lock down Drill** practice with our Saanich Police Liaison and team. The students did a great job following instructions on the PA and their teachers and staff.

**Morning Walkers** The Morning walkers are settling into their new roles and are really enjoying the leadership.

**Student Teachers and EAs** We welcome our student teachers Ariana Kelly with Mrs. Gladwin and Natalie Balilaut with Mr. Stewart. We welcome Marita Lindenbach our new EA on Friday and our EA practicum student Rebecca Burgoyne on Thursday and Fridays.

## **PRO-D Day Feb 12**

Our staff were excited for their Prod day last Friday and engaged in a variety of opportunities including attending virtual workshops at the annual Tapestry conference, viewing literacy teaching seminars, exploring technology -working with Spheros and collaboration.

## **CURRICULAR NEWS**

**Digital Literacy for Prospect Lake School** Our Teacher librarian Mrs. Bourdon and Mrs. Close met with our district staff Ms. MacNee to put together an AMAZING resource for Prospect Lake. It's user friendly and to be taught cross curricular from K-5. It fits well with the new curriculum and includes great resources. Teachers are excited to use this resource.

**Applied Skills and Design:** Prospect Lake has joined the highly successful Saanich Schools **Primary MakeDo and Intermediate Tool Cart Initiatives.**

- In the MakeDo project, primary students prototype, build, test, and refine their skills such as planning, measuring and building. Students use cardboard and 3D printed tools, designed for little hands, to drill, saw and attach pieces together with screws and screwdrivers.
- With the Tool Carts, intermediate students learn hands-on skills and gain experience building using tools such as hammers, hand saws, scroll saws, drill presses, jigsaws, cordless drills and screwdrivers. Tool Cart projects have included book stands, canoe paddles, flower vases and ping pong paddles.

**EARLY DISMISSAL** happens on Wednesday Feb 24. Your child's teacher will be communicating with you regarding setting up appointments or how the day will look as it can vary in each class.

## **REPORT CARDS**

We are mid-way through term 2 and report cards will be coming home March 11.

## **UPCOMING DATES**

|             |   |
|-------------|---|
| February 22 | PAC Clothing order due  |
| February 24 | Pink Shirt Day  |
| February 24 | Early dismissal (an hour earlier)                             |
| March 2     | PAC Purdy's order due   |
| March 11    | Reports Cards out   |
| March 11    | PARENT ENGAGEMENT MEETING -Link to come                       |
| March 15-26 | Spring Break  |
| April 2     | STAT Holiday (Good Friday)– Students do not attend school.    |
| April 5     | STAT Holiday (Easter Monday) – Students do not attend school. |

**PARENT ENGAGEMENT MEETING: Parents are invited to this session on MARCH 11** Focus on What is Mental Health? Please see poster





mental  
health

SD 63 & COPACS:  
ANNUAL PARENT ENGAGEMENT EVENING

## WHAT IS MENTAL HEALTH?

School District 63 and COPACS are pleased to welcome parents and guardians to join our 1st Annual Parent Engagement Evening. This session will be an opportunity to explore Mental Health and hear about how this is supported within our schools. All parents are welcome to join with school and district leadership teams as we focus on this important conversation.

MARCH 11, 2021  
7:00-8:30PM  
VIRTUAL SESSION

REGISTER AT:

[HTTPS://WWW.SD63.BC.CA/PARENT-ENGAGEMENT-EVENING](https://www.sd63.bc.ca/parent-engagement-evening)



## **HEALTH AND SAFETY (as posted on School Website Feb 8, 2021)**

### **As you know there were CHANGES TO SOME COVID SAFETY PROTOCOLS AND NEW HEALTH CHECK APP**

**MASKS:** Please note that **elementary students are not required to wear a mask in schools or on school buses. Elementary students' mask use is based on personal or family/caregiver choice, and this choice will continue to be respected.**

**Elementary staff**, however, must wear a mask when on a school bus and when inside and outside of their learning group (cohort) except when:

- Sitting in (or standing at) their seat or desk/workstation in a classroom or learning space
- There is a barrier in place
- Eating or drinking
- When outside

**Adult visitors inside the school must also wear a mask.**

**NEW MOBILE HEALTH CHECK APP:** Implementation and further communication of the new protocols will occur over the next few weeks. Starting Monday, February 8th, families are encouraged to download and use daily this new mobile

[Health Check App](#). *(The link is also posted on the front page of our school website)*

### **DROP OFF AND PICK UP**

**We greatly appreciate the concerted effort by all in decreasing the density on the school grounds!** We continue to fine tune this practice to meet the PHO orders and school Health and Safety. **Thank you to all parents/visitors who continue to:**

- Arrive at the drop off and pick up times to support the staggered times
  - If you are early for pick up please wait in your cars rather than the school grounds to support staggered exit
- Encourage your child to independently head to the drop off areas in the morning
  - Use the drop off lanes, supervisors are there to help
- Introduce your kindergartener /grade 1 to the Morning walkers if needed
- Head off the school grounds and surrounding fields at dismissal time
- Wear a mask while on the school grounds, as this is encouraged

### **PARKING LOT**

We have had some near misses at the crosswalk and blocking the drive through lane. With more foot traffic using the crosswalks and we are discouraging cars from turning right into the roundabout from the left hand "drive through" lane (often in front of the school busses) during the busy drop off and pick up times. Additional options for parking include White head park and the Prospect Community hall. Thanks so much for your understanding.

With gratitude for your ongoing support of these important health and safety measures

|   | Actual Budget Amounts 2019-2020 |                             |                           | Budget Amounts 2020-2021 |                     |                      | Difference          |
|---|---------------------------------|-----------------------------|---------------------------|--------------------------|---------------------|----------------------|---------------------|
|   | 2020-2021<br>Planned Income     | 2020-21 Planned<br>Expenses | 2020-21 Planned<br>Totals | Income                   | Expenses            | Totals               |                     |
| Gaming Grant  | \$ 5,180.00                     |                             | \$ 5,180.00               | \$ 5,180.00              |                     | \$ 5,180.00          | \$ -                |
| Interest  | \$ 5.00                         |                             | \$ 5.00                   |                          |                     | \$ -                 |                     |
| Hockey Pool   |                                 |                             | \$ -                      |                          | \$ 96.00            | -\$ 96.00            | \$ 96.00            |
| Halloween Dance   |                                 |                             | \$ -                      |                          |                     | \$ -                 | \$ -                |
| Hot lunch   | \$ -                            |                             | \$ -                      |                          |                     | \$ -                 | \$ -                |
| Magazines   |                                 |                             | \$ -                      |                          |                     | \$ -                 | \$ -                |
| Red Barn Cards  | \$ 3,000.00                     | \$ 2,700.00                 | \$ 300.00                 |                          |                     | \$ -                 | \$ 300.00           |
| Donations   | \$ 575.00                       |                             | \$ 575.00                 | \$ 502.40                |                     | \$ 502.40            | \$ 72.60            |
| Art Cards December  | \$ 2,500.00                     | \$ 400.00                   | \$ 2,100.00               | \$ 3,759.93              | \$ 565.22           | \$ 3,194.71          | -\$ 1,094.71        |
| Purdy's Christmas   | \$ 1,000.00                     |                             | \$ 1,000.00               | \$ 2,741.11              |                     | \$ 2,741.11          | -\$ 1,741.11        |
| Purdy's Easter  | \$ 400.00                       |                             | \$ 400.00                 |                          |                     | \$ -                 | \$ 400.00           |
| Clothing  | \$ 2,000.00                     | \$ 1,500.00                 | \$ 500.00                 |                          |                     | \$ -                 | \$ 500.00           |
| Basket Raffle   |                                 |                             | \$ -                      |                          |                     | \$ -                 | \$ -                |
| Winter flowers  | \$ 2,000.00                     | \$ 1,500.00                 | \$ 500.00                 | \$ 1,009.58              |                     | \$ 1,009.58          | -\$ 509.58          |
| Monk Office   | \$ 350.00                       |                             | \$ 350.00                 | \$ 688.69                |                     | \$ 688.69            | -\$ 338.69          |
| Bottle Drive  | \$ 500.00                       |                             | \$ 500.00                 | \$ 1,861.60              |                     | \$ 1,861.60          | -\$ 1,361.60        |
| Spring Fair   |                                 |                             | \$ -                      |                          |                     | \$ -                 | \$ -                |
| Spring Art Cards  | \$ 2,500.00                     | \$ 1,000.00                 | \$ 1,500.00               |                          |                     | \$ -                 | \$ 1,500.00         |
| Spring flowers  | \$ 1,600.00                     | \$ 1,200.00                 | \$ 400.00                 |                          |                     | \$ -                 | \$ 400.00           |
| Seeds   | \$ 2,000.00                     | \$ 1,300.00                 | \$ 700.00                 |                          |                     | \$ -                 | \$ 700.00           |
| <b>Subtotal</b>   | <b>\$ 23,610.00</b>             | <b>\$ 9,600.00</b>          | <b>\$ 14,010.00</b>       | <b>\$ 15,743.31</b>      | <b>\$ 661.22</b>    | <b>\$ 15,082.09</b>  | <b>-\$ 1,077.09</b> |
| <b>Planned Expenses</b>   |                                 |                             |                           |                          |                     |                      |                     |
| Gifts   |                                 | \$ 450.00                   | -\$ 450.00                |                          | \$ 334.94           | -\$ 334.94           |                     |
| BCC PAC   |                                 | \$ 75.00                    | -\$ 75.00                 |                          | \$ 75.00            | -\$ 75.00            |                     |
| Teacher's lunch   |                                 | \$ -                        | \$ -                      |                          | \$ -                | \$ -                 |                     |
| Coffee morning  |                                 | \$ -                        | \$ -                      |                          | \$ -                | \$ -                 |                     |
| Executive Costs   |                                 | \$ -                        | \$ -                      |                          | \$ -                | \$ -                 |                     |
| Miscellaneous   |                                 | \$ 200.00                   | -\$ 200.00                |                          | \$ -                | \$ -                 |                     |
| Staff Wish list   |                                 | \$ 10,180.00                | -\$ 10,180.00             |                          | \$ 2,889.98         | -\$ 2,889.98         |                     |
| Principal's Fund  |                                 | \$ 200.00                   | -\$ 200.00                |                          | \$ 200.00           | -\$ 200.00           |                     |
| Classroom funds   |                                 | \$ 6,750.00                 | -\$ 6,750.00              |                          | \$ 6,750.00         | -\$ 6,750.00         | \$25 x 270          |
| Grade 5's   |                                 | \$ -                        | \$ -                      |                          | \$ -                | \$ -                 |                     |
| Emergency Preparedness  |                                 | \$ -                        | \$ -                      |                          | \$ -                | \$ -                 |                     |
| Refunds   |                                 | \$ -                        | \$ -                      |                          | \$ 537.25           | -\$ 537.25           |                     |
| Hot Lunch Program   |                                 | \$ 315.00                   | -\$ 315.00                | \$ -                     | \$ -                | \$ -                 |                     |
| <b>Subtotal</b>   | <b>\$ -</b>                     | <b>\$ 18,170.00</b>         | <b>-\$ 18,170.00</b>      | <b>\$ -</b>              | <b>\$ 10,787.17</b> | <b>-\$ 10,787.17</b> |                     |
| <b>Total</b>  | <b>\$ 23,610.00</b>             | <b>\$ 27,770.00</b>         | <b>-\$ 4,160.00</b>       | <b>\$ 15,743.31</b>      | <b>\$ 11,448.39</b> | <b>\$ 4,294.92</b>   |                     |
| *\$500 allocated to reserve fund to upgrade the nature playground not included in the figures above |                                 |                             |                           |                          |                     |                      |                     |
| **Does not include an additonal \$2000 for IXL Math for the next 2 years                            |                                 |                             |                           |                          |                     |                      |                     |

| <b>Staff Wish List</b>                     |                     |               |                    |                    |                                 |  |
|--|---------------------|---------------|--------------------|--------------------|---------------------------------|--|
| Item                                       | Amount              | Approval Date | Spent              | Available          | Notes                           |  |
| 4 Outdoor picnic tables                    | \$ 980.00           | 27-Oct-20     | \$ 980.00          | \$ -               |                                 |  |
| 6 Outdoor benches                          | \$ 480.00           | 27-Oct-20     | \$ 480.00          | \$ -               |                                 |  |
| Washing station cover                      | \$ 150.00           | 27-Oct-20     | \$ -               | \$ 150.00          |                                 |  |
| Outdoor space covers x 2                   | \$ 400.00           | 27-Oct-20     | \$ 179.98          | \$ 220.02          |                                 |  |
| Student storage bins                       | \$ 520.00           | 27-Oct-20     | \$ -               | \$ 520.00          |                                 |  |
| Home Readers                               | \$ 1,600.00         | 27-Oct-20     | \$ -               | \$ 1,600.00        |                                 |  |
| Reading A-Z                                | \$ 650.00           | 21-Jan-21     | \$ -               | \$ 650.00          | Based on \$472 USD              |  |
| IXL Math                                   | \$ 1,000.00         | 27-Oct-20     | \$ 1,000.00        | \$ -               |                                 |  |
| Red Cedar books                            | \$ 300.00           | 27-Oct-20     | \$ -               | \$ 300.00          |                                 |  |
| GYRO balls                                 | \$ 250.00           | 27-Oct-20     | \$ 250.00          | \$ -               |                                 |  |
| Charging station                           | \$ 850.00           | 27-Oct-20     | \$ -               | \$ 850.00          |                                 |  |
| <b>Subtotal</b>                            | <b>\$ 7,180.00</b>  |               | <b>\$ 2,889.98</b> | <b>\$ 4,290.02</b> |                                 |  |
| Classroom funds (\$25 per student x \$270) | \$ 6,750.00         | 27-Oct-20     | \$ 6,750.00        | \$ -               |                                 |  |
| <b>Total</b>                               | <b>\$ 13,930.00</b> |               | <b>\$ 9,639.98</b> | <b>\$ 4,290.02</b> |                                 |  |
|  |                     |               |                    |                    |                                 |  |
| Nature play area expansion                 | \$ 500.00           | 11-Oct-19     | \$ -               | \$ 500.00          | Reserve Fund                    |  |
| IXL Math                                   | \$ 2,000.00         | 11-Oct-19     | \$ 1,000.00        | \$ 1,000.00        | \$1000 for each of next 2 years |  |
|  |                     |               |                    |                    |                                 |  |
|  |                     |               |                    |                    |                                 |  |
| <b>In-Year Requests</b>                    |                     |               |                    |                    |                                 |  |
| Item                                       | Amount              | Approval Date | Spent              | Available          | Notes                           |  |
| Jersey                                     | \$ 3,000.00         | 16-Feb-21     |                    | \$ 3,000.00        | Plus shipping costs             |  |
|  | \$ -                |               |                    | \$ -               |                                 |  |
|  | \$ -                |               |                    | \$ -               |                                 |  |
| <b>Total</b>                               | <b>\$ 3,000.00</b>  |               | <b>\$ -</b>        | <b>\$ 3,000.00</b> |                                 |  |
|  |                     |               |                    |                    |                                 |  |
| <b>Additional Requests</b>                 |                     |               |                    |                    |                                 |  |
| Item                                       | Amount              | Approval Date | Spent              | Available          | Notes                           |  |
|  |                     |               |                    | \$ -               |                                 |  |
|  |                     |               |                    | \$ -               |                                 |  |
| <b>Total</b>                               | <b>\$ -</b>         |               | <b>\$ -</b>        | <b>\$ -</b>        |                                 |  |
|  |                     |               |                    |                    |                                 |  |

|                   |              |  |  |  |  |  |
|-------------------|--------------|--|--|--|--|--|
| <b>Year Total</b> | \$ 16,930.00 |  |  |  |  |  |
|-------------------|--------------|--|--|--|--|--|

# Trial Balance

## Prospect Lake Elementary School PAC

As of Feb 16, 2021

| ACCOUNTS                   | DEBIT            | CREDIT           |
|----------------------------|------------------|------------------|
| <b>Assets</b>              |                  |                  |
| Bank Account               | 24,835.44        | 0.00             |
| Cash on Hand               | 302.40           | 0.00             |
| Gaming Account             | 7,921.96         | 0.00             |
| <b>Total Assets</b>        | <b>33,059.80</b> | <b>0.00</b>      |
| <b>Liabilities</b>         |                  |                  |
| <b>Total Liabilities</b>   | <b>0.00</b>      | <b>0.00</b>      |
| <b>Equity</b>              |                  |                  |
| Owner's Equity             | 0.00             | 18,694.04        |
| Profit for all prior years | 0.00             | 10,070.84        |
| <b>Total Equity</b>        | <b>0.00</b>      | <b>28,764.88</b> |
| <b>Income</b>              |                  |                  |
| Art Cards - Dec            | 0.00             | 3,759.93         |
| Bottle Drive               | 0.00             | 1,861.60         |
| Donations                  | 0.00             | 502.40           |
| Gaming Grant               | 0.00             | 5,180.00         |
| Monk Office                | 0.00             | 688.69           |
| Purdy's                    | 0.00             | 2,741.11         |
| Winter Flowers             | 0.00             | 1,009.58         |

| <b>Income</b>                 |                  |                  |
|-------------------------------|------------------|------------------|
| <b>Total Income</b>           | <b>0.00</b>      | <b>15,743.31</b> |
| <b>Expenses</b>               |                  |                  |
| Art Cards                     | 565.22           | 0.00             |
| BCCPAC                        | 75.00            | 0.00             |
| Gifts                         | 334.94           | 0.00             |
| Hockey Pool                   | 96.00            | 0.00             |
| Principal's Fund              | 200.00           | 0.00             |
| Refunds                       | 537.25           | 0.00             |
| Teacher's Classroom Funds     | 6,750.00         | 0.00             |
| Teacher's Wish List           | 2,889.98         | 0.00             |
| <b>Total Expenses</b>         | <b>11,448.39</b> | <b>0.00</b>      |
| <b>Total for all accounts</b> | <b>44,508.19</b> | <b>44,508.19</b> |

Welcome to the February Confederation Of Parents Advisory Council of Saanich's (COPACS) report.

At each monthly meeting, we are fortunate to have members from the Saanich School District and the Board of Trustees join us and present updates and new information, along with members from other PACs and guest speakers.

A PAC parent, Adam Addleston, gave a presentation on a PACE FC (Passion Attitude Commitment Energy Football Club) Fundraiser for SD63 PACs. PACE FC is a local, non-profit, house league club, who are willing to donate part of the fee from their soccer registration back to the corresponding school's PAC. Enrollment is \$100, which in turn will provide \$15 to that child's school (you note *Prospect Lake Elementary School* on your child's registration form). Further information can be found at [www.pacefc.com](http://www.pacefc.com) and registration is now open for the 2021 Season. Their goal is to make soccer accessible to everyone!

Superintendent Dave Eberwein provided us with his monthly update...

1. COVID-19: Dr. Henry and Minister Whiteside's safety protocol update came out and had a focus on crowd prevention strategies, reminders to avoid face-to-face contact, continue to physical distance as masks do not prevent that, and a reminder to keep students spread out as much as possible. The new mask protocol requires our staff team to always wear masks indoors except for when they are at their workstation (a space away from the children where they are not actively interacting or speaking with them).
2. Masks: A question was posed asking if SD63 will make it mandatory for parents to wear masks while on the exterior of the school property, not just while inside. The answer was no. The district strongly encourages anyone going onto school property to wear a mask. It is up to our school body and PACs to have the conversations and encourage people to wear them while they are on our properties and to remind about social distancing as well.
3. 2021-2022 School Year: There will be a survey coming out for all students, parents, and staff. The focus is on what did or did not work well during our COVID year that might work or not work in the next school year. What have we learned? What could we keep and continue with? What could we modify or enhance? For example, the staggered drop off and pick-up times at Prospect Lake, is this something that could benefit the school for future years with regards to spreading out the parking lot at drop off and at pick up?



## Parents' Role as Education Leaders: A Parent Engagement Night

Date: Thursday March 11, 2021

Time: 7:00-9:00pm

Where: Virtual – More details to come.

Topic: Mental Health (specifics and details on key speakers to come)

As parents, we have the right and responsibility to be involved in our children's education. These rights co-exist with the rights and responsibilities of everyone who works in the school district and with the broader community. We are leaders and advocates for our children and as such we need to be aware and educate ourselves on issues that are or could be affecting our children. This evening, formerly known as Policy 1100, gives the parents in our district a chance to communicate with the school district, school administrators, COPACS, other PACs, students, and guests. This is an opportunity for parent voices to be shared and heard. All are welcome and encouraged to come. There is NO obligation to speak, just sit in the comfort of your home, listen, learn, and relax (wear your pjs if you want!).

The original policy, Policy 1100 can be found here (pages 25-31):

<https://www.sd63.bc.ca/sites/default/files/Policy%20Section%201000%20-%20Governance%20&%20Communication.pdf>

New Parent/Guardian Involvement: <https://www.sd63.bc.ca/leadership-governance/board-policies-administrative-procedures/board-policy-handbook/policy-15>

If you have any questions you can contact our COPACS rep, Wendy at [Wendy\\_Bird@outlook.com](mailto:Wendy_Bird@outlook.com) or COPACS at the links below.

The next COPACS Meeting: April 8th @ 7pm via MS Teams

Click on the meeting link via the COPACS website: <https://copacs.sd63.bc.ca/>

**\*\* Meetings are open to EVERYONE in the district, not just the PAC Rep \*\***

COPACS Contact Information

E-mail: [copacssd63@gmail.com](mailto:copacssd63@gmail.com)

Website: <https://copacs.sd63.bc.ca/>

Facebook: <https://www.facebook.com/sd63copacs/>