

Prospect Lake Elementary PAC Meeting
April 13th, 2021

In Attendance:	Wendy Bird, Shelly McIntyre, Carolyn Ensing, Desiree Davies, Harpreet Hornett, Trish Smith, Paula Hesje, Sam Beecher, Krista Barnabe, Natasha Crawford, Erin Egan, Jacquie Davis, Brittney Crump
Guests:	Sat Lail Anita Ko
CALL TO ORDER:	7:02
WELCOME:	<p>Shelly McIntyre - Welcome to all parents and members, thank you for joining this virtual meeting. We acknowledge the WSANEC people on whose land we work, learn and play.</p> <ul style="list-style-type: none"> ○ Approval of Agenda: Desiree Davies and Carolyn Ensing ○ Approval of Minutes: Sam Beecher and Wendy Bird
PRINCIPALS REPORT	<p>Thank you to the PAC for the support at this time, the art supplies were really appreciated, the rock hunt for easter eggs was fabulous; the kids loved that activity. Thank you to the students and parents for all their resilience as we move forward during these times as guidelines change etc. we appreciate the ability to pivot on a dime.</p> <p>We just had a staff wellness activity; thank you to Natasha and Krista for bringing in the plants. This was an outdoor staff activity where we created potted plants, it was a lovely treat. We did stay socially distant.</p> <p>Earth day in April next week, power hour for an hour during the day. will be trying to turn off the lights.</p> <p>We will be doing another Math Marathon. Students will run and they will keep track of how far they run. This will be held in May and students will need good runners.</p> <p>outdoor learning spaces: Hoping to create a new outdoor learning space, looking into getting some log rounds for the kids to sit on.</p> <p>Grade 5 transition: band registration due next week.</p>

	<p>Everyone is invited to the board budget meeting next thursday at 5pm.</p> <p>parent survey: students have been doing a survey, now its time for the parents input. Survey is on how the parent feels the child is doing in class. Not specific about PL but on how they are engaged, involved in sports etc.</p> <p>Lost and found outside by the gym entrance so have a look if your kid is missing anything.</p> <p>Questions: Do we have funds put aside for families that need running shoes? Anita: We have a little discretionary funds, we usually rely on the teachers to come forward if they see that a kid needs something along those lines.</p> <p>Budget overview: what are they not prioritizing from the district budget, how would this affect PL? Anita: They have changed some budget allocations, some of our budgets are less some are more, equals out for some small schools that might need more supervision, some change in allocation. Need to compare from what PL needs to the big budget information, will look into it.</p> <p>Thank you from Shelly about how the staff have done to adapt to this new world we are living in. support is from all around right now.</p> <p>*See attached for more information</p>
<p>TREASURER'S REPORT</p>	<p>Updated as of today: A couple of fundraisers that we didn't report on in February. Clothing included now and spring art cards without expenses. We continue to do very well, 15760k including expenses, planned was 14010k. not included is the bottle drive from last weekend; 1400k ish for that.</p> <p>West coast seeds we made \$816, expecting cheque soon. Revenue now is a little over 18k. (does not include cards or spring flowers)</p> <p>Flower subscription might flow into next year revenue, not included for this year right now.</p> <p>Planned expenses, from the staff wish list is 18170k, this will cover all the needs.</p> <p>Still haven't budgeted for the earthquake kits but think we could support the bulking of the emergency preparedness kits.</p> <p>Refund cheques went out and some have not been cashed. some might not cash them. Sarah needs to finish them, but they have already been covered.</p> <p>Outstanding from teachers wishlist: washing station cover, student storage bins, home readers, reading A-Z, charging station and have not receive the bill for the jerseys yet. Caroly to email that list to Shelly and we can get</p>

	<p>on top of those and get them cleared off. Washing station that might not be needed. but will ask about them.</p>
<p>COPAC REPORT</p>	<p>See attached</p> <p>Need to vote on if we all are ok with signing off that COPACS is our proxy and can vote on orders for the upcoming two day event.</p> <p>Motion to sign off on proxy by Wendy; seconded by Natasha Vote: All agreed.</p> <ul style="list-style-type: none"> ● not sure if this how voting/sending proxy should have been done, will look into this for next year, just to follow the rules fully.
<p>PRESIDENTS REPORT</p>	<p>Fundraisers:</p> <p>Art cards: should be done by the end of the week; will have to do another reminder about ordering those. Natasha is planning on buying packs for Browns Florist. Will need volunteers to take a class home for gluing.</p> <p>Spring Flowers \$600 in profit so far, community association members really helping out in orders bottle drive,</p> <p>Krista has set some chicken eggs to hatch in some classrooms as well at home, planning on selling the chickens and donating the money back to the school. Could be in \$1000, all barnyard mix crosses, frizzle some but some will be dark brown and maybe green eggs. The chicks will still need to be heated, under ten days old.</p> <p>Earthquake supply topup: using the gaming account for this, topping up the supplies needs to be done. We should top up to 350pl for 72hrs. Cost of \$2829k, round up to \$2900 just in case cost has changed, quote was from March. We will need to vote on this.</p> <p>Included:</p> <ul style="list-style-type: none"> ● 7.5 cases of calorie bars, 20 per case. ● 37.5 cases of single caned water which lasts 50 years. <p>Topping up for all three days. need to take stock of what else is in there.</p> <p>Already in bins:</p> <ul style="list-style-type: none"> ● tents ● blankets ● first aid supplies ● water and food. sanitized water as well. ● portable toilets, ● flashlights. <p>No masks or hand sanitizer. Will need to see about ordering those. Natasha has extra sanitizer and is willing to donate, 4g jugs, also has some adult masks she can donate Desiree can ask Total Prepare to see if they have kids sized masks.</p>

Earthquake kit vote: carolyn to motion and wendy second - all approved.

General Discussion:

Are the supplies still in last year's classes? Shelly: will need to go in and check and move them around if needed. Still need to gain access to them , will ask Anita again. Containers do have shelving.

Some comfort kits were purchased by parents and will be ordered soon.

Will give the list to Anita. Whoever does order them they will be reimbursed. For those that did not order or have not been updated this year we do have bars and water for 350 for 3 days.

Are we providing bars for those with allergies?

No nuts in the bars but could have gluten and dairy. Most that have a high allergic reaction the parent/guardian has taken that upon themselves to update.

The grade 5s were the only ones sent home at the end of last year but the rest are still in the bins. In a normal year that would have been up to the teachers to send home but with COVID they were not. Crystal Hynrk-Forman was doing the comfort kids originally.

Kind of strange this has taken so long and has not been sent home yet.

Maybe we could open up ordering again, get the class reps to send out a reminder or in the PAC reminder. This really needs to be done as a major reminder.

Maybe should consider buying a few extra comfort kits for the kids that might not have something. two per class, \$10-12 per piece. staff are not required to have their own comfort kits, buy a few extra of those is a good idea as well.

We could add that people could donate money into buying some that are not able to buy them. Will bring that up again with Anita.

Shelly and Desiree will go in and get an inventory of the other items. Will do that again so we have it recorded.

Vacant PAC position:

Elections will be held at the next PAC meeting: May 18th. Sam Beecher is going to be the one collecting nominations and votes. We need nominations and voting for all positions. We will send out a reminder with her email address and nominations can be made up until the beginning of that meeting. This will need to be anonymous which could be tricky. Sam is willing to provide her cell number and then those attending can text her their vote.

regardless if we have one or more person wanting that position we still need to vote for each.

To form a PAC we need at least a President/Co President, Secretary and Treasurer. Right now we have nominations for President/Co President, Secretary and Communications. We still need someone for the positions of COPACS and Treasurer and Members at Large.

Nice to have a lot of members at large makes the executive bigger. people are committed.

Information will be going out soon to allow for nominations.

Wendy:

Went through this with the COPACS meeting: if only one person being nominated then maybe that person could say yeah or nay, then the

	members could raise their hands if they agreed? If only one person then it could save time.
GENERAL DISCUSSION:	<p>Election is May 18th, June 15th meeting, do we have to have it? have to have a certain amount, Shelly will look at it. June would be a good one from COPACS information wise.</p> <p>Note: Natasha has a great deal on tulips and can get some in bulk if people want them.</p> <p>Teacher appreciation. flowers go out to staff, students to bring in flowers and then put in bouquets, provided for all teachers and EAs? No, just one per classroom, they are put in the vases that we hand out to the classes. In the past we have just done enough for one each per classroom and then the resource room, library, Gabby gets one. Because we aren't doing that staff appreciation lunch we could use the tulips that Natasha has offered. 44 flower arrangements would be needed. We will need to write the note and wrap them.</p> <p>The Rock Hunt went really well, thank you to all who did it. Especially Mike, Krista's husband, he helped locate most of the rocks. Maybe we could do this every year?</p> <p>Krista's husband is also going to try and get the tree cuts for the rounds for the outdoor learning center.</p> <p>FYI Barbed wire is still around the back area of the nature playground, some was taken out last year but there are still some patches under moss and ivy, needs to be taken out.</p>

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

Upcoming PAC meetings: Via Teams 7:pm
Tuesday, May 18th
Tuesday, June 15th

MEETING ADJOURNED: 8:36pm

ACKNOWLEDGEMENTS

- Thank you to our parent community for continued support for students and staff
- Art drive supplies have arrived and much appreciated
- Appreciation for the fun activity of the Easter “Rock” hunt
- Acknowledgement to our students, parents and staff for their resilience and efforts to keep charging forward, adjusting with Health Order to keep us safe and at school.

SCHOOL NEWS

This last month has been a big focus on academics across the grades. Along with many fun things such as learning about the lifecycle of chickens, butterflies and frogs in the primary grades. There are animal inquiry projects and Young entrepreneur projects in intermediate grades.

- “I’m really proud of the strong writing skills developing” Ms. H
- “My students have made huge gains in their reading” Mrs. Riddell
- “I’m proud of my student’s writing and their connections, it’s powerful” Mrs. Russell
- “We are excited to have our indigenous guest speaker who is a knowledge keeper in Ethnobotany – He will talk about the land and native plants found at PL” Mrs. Gladwin
- “I’m proud of my students for risk-taking and trying something new on our trip to Stelly’s climbing wall. Mrs. Sinats
- Grade 4/5 are Raising salmon and will be releasing them this week either at Whitehead or in Wray Creek (on our property) which feeds into Tod Inlet.

Student teachers Natalie Bailluet and Ariana Kelly will be winding down their final 8 week practicum next week. We will have an additional 2 student teachers join us . They are in their 3rd year of education and 4 week practicum.

PARENT SURVEY http://www.bced.gov.bc.ca/sat_survey/access.htm

Parents Login access: Parents may access the survey through the Parent Direct Access from the website listed above by selecting their child’s district, school’s name, and language of preference

RESOURCES

The Power of Why - A Blog by the Superintendent of Schools – Dave Eberwein: [Can Improving Executive Function Also Improve Reading?](#)

Tips for Helping Kids with Loneliness: Check out this [LINK](#) for some great resources on this topic.

April Snapshot to support Positive Health (previous months resources can be found here too)

The Saanich School District remains committed to wellness and the promotion of positive health in our schools and communities. These monthly snapshots are an invitation to learn together as we foster and promote positive health in our own lives, and the lives of those around us. Please follow the link to access our April [Snapshot on Substance Use](#).

As we continue with this resource, we would love to hear any feedback you may have regarding this initiative in terms of how to make this resource more accessible to your teams and families and any considerations you think we should keep in mind.

UPCOMING DATES

April 16	ROMS band registration due
April 20	Card and Plant Sales order due
April 22	Earth Day
April 23	Non-instructional day
April 28	Admin assistant Day
May 5	Whole class photos -CANCELED
May 6	Gr 5 Parent virtual night at ROMS 6-7 link to meeting to follow
May 12	Gr 5 Student virtual visit “Welcome to ROMS”
May 18*	PAC meeting - elections
May 24*	Victoria day – stat – no school

	Actual Budget Amounts 2019-2020			Budget Amounts 2020-2021			Difference		
	2020-2021 Planned Income	2020-21 Planned Expenses	2020-21 Planned 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	\$ 3,090.93	\$ 715.22	\$ 2,375.71	-\$ 275.71		
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	\$ 2,037.19	\$ 1,645.11	\$ 392.08	\$ 107.92		
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	\$ 2,011.60		\$ 2,011.60	-\$ 1,511.60	\$1,460.00	
Spring Fair			\$ -			\$ -	\$ -		
Spring Art Cards	\$ 2,500.00	\$ 1,000.00	\$ 1,500.00	\$ 924.86		\$ 924.86	\$ 575.14		
Spring flowers	\$ 1,600.00	\$ 1,200.00	\$ 400.00	\$ 30.00		\$ 30.00	\$ 370.00		
Seeds	\$ 2,000.00	\$ 1,300.00	\$ 700.00			\$ -	\$ 700.00	\$ 816.74	
Subtotal	\$ 23,610.00	\$ 9,600.00	\$ 14,010.00	\$ 18,216.36	\$ 2,456.33	\$ 15,760.03	-\$ 1,755.03		
Planned Expenses									
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	\$ 100.56	\$ -	\$ 100.56		Earthquake kits	
Staff Wish list		\$ 10,180.00	-\$ 10,180.00		\$ 3,189.98	-\$ 3,189.98			
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			
Craft Donation				\$ 1,448.99					
Hot Lunch Program		\$ 315.00	-\$ 315.00	\$ -	\$ -	\$ -			
Subtotal	\$ -	\$ 18,170.00	-\$ 18,170.00	\$ 1,549.55	\$ 11,087.17	-\$ 9,537.62			
Total	\$ 23,610.00	\$ 27,770.00	-\$ 4,160.00	\$ 19,765.91	\$ 13,543.50	\$ 6,222.41			
*\$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									

Staff Wish List						
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		
Subtotal	\$ 7,180.00		\$ 3,189.98	\$ 3,990.02		
Classroom funds (\$25 per student x \$270)	\$ 6,750.00	27-Oct-20	\$ 6,750.00	\$ -		
Total	\$ 13,930.00		\$ 9,939.98	\$ 3,990.02		
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	
In-Year Requests						
Item	Amount	Approval Date	Spent	Available	Notes	
Jersey	\$ 3,000.00	16-Feb-21		\$ 3,000.00	Plus shipping costs	
	\$ -			\$ -		
	\$ -			\$ -		
Total	\$ 3,000.00		\$ -	\$ 3,000.00		
Additional Requests						
Item	Amount	Approval Date	Spent	Available	Notes	
				\$ -		
				\$ -		
Total	\$ -		\$ -	\$ -		

Year Total	\$ 16,930.00					
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Trial Balance

Prospect Lake Elementary School PAC

As of Apr 13, 2021

ACCOUNTS	DEBIT	CREDIT
Assets		
Bank Account	27,581.93	0.00
Cash on Hand	302.40	0.00
Gaming Account	7,921.96	0.00
Total Assets	35,806.29	0.00
Liabilities		
Total Liabilities	0.00	0.00
Equity		
Owner's Equity	0.00	18,694.04
Profit for all prior years	0.00	10,070.84
Total Equity	0.00	28,764.88
Income		
Art Cards - Dec	0.00	3,909.93
Art Cards - Spring	0.00	924.86
Bottle Drive	0.00	2,011.60
Clothing	0.00	2,037.19
Craft Donations	0.00	1,448.99
Donations	0.00	502.40
Gaming Grant	0.00	5,180.00

Income		
Miscellaneous Revenue	0.00	100.56
Monk Office	0.00	688.69
Purdy's	0.00	2,741.11
Spring Flower Baskets	0.00	30.00
Winter Flowers	0.00	1,009.58
Total Income	0.00	20,584.91

Expenses		
Art Cards	715.22	0.00
BCCPAC	75.00	0.00
Clothing Exp	1,645.11	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	3,189.98	0.00
Total Expenses	13,543.50	0.00

Total for all accounts	49,349.79	49,349.79
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Welcome to the April Confederation Of Parents Advisory Council of Saanich's (COPACS) report.

At each monthly meeting, we are fortunate to have the Superintendent, 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.

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

1. COVID-19: He spoke to the current restrictions from Dr. Henry and asked to be aware of any possible changes occurring before or on April 19th
2. MASKS: Children in Grade 4 and up should wear a mask. However, they will not be denied an education/educational experience if they can not wear one.
3. No rumours coming down the way regarding future covid change. With the high daily numbers there is a good possibility the deadline of April 19th will get extended.
4. VACCINE: The role out for educational staff is on hold due to uncertainty of the vaccine's arrival, along with prioritization for who and when. Hopefully, an update will come out soon.
5. NEXT YEAR: Thank you to everyone that participated in the survey that went out before spring break. The Ministry of Education has told school districts to prepare for a regular 2021-2022 school year, however, there is no certainty as to what September will look like. A regular opening is being planned; however, some situations may still be in place, ex. staggered breaks, cohorts, etc. The goal is to try and get a clearer picture for staff and families come end of June, however there could still be changes during the summer.

Question for our Superintendent: What do you think could trigger the district to step back to remote learning?

Answer: The variants of concern are now considered the majority of Covid cases in the province without hesitation. If the variants continue to get out of control and the levels of exposure continue to increase, we could see a situation like Toronto and schools shut down and back to remote learning. We need to continue to watch the exposures and the numbers. Continue to be safe, wear a mask and do our part!

If you have any questions you can contact our COPACS rep, Wendy at Wendy_Bird@outlook.com or COPACS at the links below.

The next COPACS Meeting: May 13th @ 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

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

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