

## March 8<sup>th</sup>, 2021PAC Regular Meeting Minutes

Everyone is welcome to attend. We will be meeting via ZOOM

March 8th, 2021 6:00-7:30pm ZOOM

**Attendees: Lyndsay Gerscht, Jamie Bruce, Taylie Bruce, Connie Gatzke, Bev Bellina, Jennifer Adams, Kathy Conlin, Sheila Podrasky, Rachel Jarvis-Jacklin, Teresa Sametz, Andrea Scarlett**

### CALL TO ORDER REGULAR MEETING @ 6:02 p.m.

1. Approval of Agenda: Connie, 2<sup>nd</sup> Sheila
2. Approval of Minutes: Connie, 2<sup>nd</sup> Jamie
3. Trustee's Report - **Learn about the policies, decisions and advocacy that may affect our Schools and our children's education. (See attached report)**
4. Administration Report –**Learn about the policies, decisions, and protocol of the administration for the day to day life of students at FJM. (See attached report)**
5. Teacher's Report – **Learn about what the teachers are up to with the students. (see attached report)**
6. Treasurers Report- classroom funds (see 9.1)
7. Correspondence Report- N/A
8. Committee Reports

#### 8.1 Fundraising

**8.1a- Art Cards-** Should be arriving this week. Sent from Shipper. Should be able to sort and have to students by spring break.

**8.1b- popcorn-** 52 students ordered. 2616 bags were ordered in total. PAC ordered 400 extra bags to sell later. The popcorn order should be to the school before spring break. Bill for the popcorn still needs to be paid, upon receiving invoice from supplier.

**8.1c- Flowers-** Booked to have the flowers delivered to the school by May 25<sup>th</sup>. All orders will need to be in by May 11<sup>th</sup>. Look at renting a tent to put the flowers in, so all the baskets do not need to be moved into the gym.

**8.1d- Mama's Dumplings-** Trying to run this fundraiser near the end of April, to not overlap with the Grade six fundraiser.

8.2 Hot Lunch – On Pause for now

**8.3 Playground Committee** – Grand opening will be when weather is nicer in the spring and the pathway has been fixed.

**8.4 Scholastic Book Fair-** no report

**8.5 DPAC - Learn about what's happening in our district, our schools, upcoming events, and the work being done in our district PAC; (to be attached)**

9. Old business

**9.1- extra classroom funds-** Sheila sent e-mail to teachers to ask what they may need to better their classrooms. Teacher wish list was shared with some of the teachers wishes, Sheila took the time to add price approximations. Jen will go through the wish list from teachers and see what the

school can pay for. Then she will e-mail the revised list to Lyndsay for the PAC to review and vote on how much/ what can be purchased at next months meeting.

**9.2- Thank-you:** Possibly do Tim Hortons with coffee and Donuts. Also, discussion about doing a subway lunch for the staff.

**Motion:** Teresa motions that a thank-you subway lunch for staff costing no more than \$500. Teresa Motions, Jamie Bruce 2<sup>nd</sup>. **ACTION:** Lyndsay to contact Jen/ Dianna for dietary restrictions and Lyndsay to price out and order from Subway.

#### 10. New business/question period

10.1- **Blue Lake raffle:** Grade 6's will use PAC gaming account for their raffle. Consensus that parents were ok with applying for a gaming license for a Blue Lake raffle

10.2- **Question-** Will the students get to go to Blue lake this year? Jen responded: Going to Blue Lake is still up in the air, but the school is still fundraising just in case Covid restrictions are lifted.

#### 11. Adjournment – @ 6:53 p.m. Jamie, 2<sup>nd</sup> Connie

**Next Meeting April 12th, 2021 at 6pm**

Meeting Dates for the year, May 10th, June 14<sup>th</sup>

## Trustee Bellina's February 2021 Report

We are fast approaching another month end. Spring has been in the air on a few occasions but snow is forecast later today, so we haven't seen the end of winter. March usually has one good storm and then we put our winter boots away. We'll see if a storm awaits us in the coming weeks. I hope you are all doing well in your respective roles as parents, teachers, support staff, and students. We all focus on our students and their learning and well-being. We listen with great interest and concern to the daily reports from the Province on Covid. I am very proud of the work that continues in FJMES and SSS on keeping students safe by continuing practicing social distancing, washing hands, wearing masks and the excellent cleaning of our schools. Thanks so much to the custodial staff for staying on top of things with day to day sanitizing and cleaning, and scheduled 'super cleaning'. You are keeping students and staff safe in a clean working environment. Stay healthy and well as you continue your work. Teachers thank you as well for keeping the message to students current and a daily reminder to follow the rules. Bus drivers and support staff a big shout out as well for keeping students safe from home to school and home again and in and around the school.

Our Board of Education meeting was held February 17, 2021 via Zoom.

My activities since my last report are:

February 17th - Board of Education meeting via Zoom

February 18th - Budget Working Session via Zoom

February 20th - BCSTA Provincial Council with all BC Boards of Education - via Zoom

February 22nd - Board of Education Committee Meetings via Zoom

February 23rd - White Hatter presentation on the Dark Internet - live online

February 24th - DSAC (District Student Advisory Council) Meeting - via Zoom

February 26th - Board Working Session - via Zoom

Board motions carried at the February 17th meeting:

### Advocacy

That the District Student Advisory Council come together virtually using the appropriate technology.

Contact: Chairperson Frank Lento, 250-423-7607

That the Board write a letter to the Minister of Education similar to School District 72's letter of December 2, 2020 supporting and advocating for our school district employees through this Pandemic.

Contact: Chairperson Frank Lento, 250-423-7607

### Policy

That changes to the Family Request for the Student Placement Form be approved for use while Covid protocols remain in place.

Contact: Chairperson Frank Lento, 250-423-7607

### Student Services

That the Board write a letter and send to the Ministry of Education outlining our concerns about the audit report specifically targeting the issue of adequate provincial funding.

Contact: Chairperson Frank Lento, 250-423-7607

### Finance Operations

That the Board send a letter to the City of Cranbrook Council prior to their public hearing on February 1, 2021 stating, please be advised that the Board of School Trustees, School District No. 5 Southeast Kootenay, has considered the proposed zoning amendment for 209 16th Avenue North to accommodate a community temporary emergency homeless shelter. It is the consensus of the Board that our MBSS educational site and school operations will not be affected with the Proponent's commitment to protocols, monitoring and staffing levels.

Contact: Chairperson Frank Lento, 250-423-7607

### General

That the Board develop a comprehensive response to the unique circumstance specific to all School District 5 communities and the provision of apprenticeship programs in general.  
Contact: Chairperson Frank Lento, 250-423-7607

That Director Tichauer will provide a report on the Kootenay Christian Academy announcement of February 3, 2021 and bring back to committee day;  
and further, that Secretary-Treasurer Rice will provide information on the funding private schools receive from the Ministry of Education.  
Contact: Chairperson Frank Lento, 250-423-7607

That the Board consent to three (3) readings of the Amended Annual Budget for 2020/21 on the 17th of February 2021 in the amount of \$81,726,816 (carried unanimously).

Read a first time the Amended Annual Budget for 2020/21 on the 17th of February 2021 in the amount of \$81,726,816.

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*If you require a comment on any of the above motions please contact the person listed below the motion.*

In closing I would like to take a few moments to speak to a program introduced at Sparwood Secondary School by Dr. Jaslene Atwal, The program is called The Nicotine Cessation Program. Dr. Atwal presented to the Board of Education Advocacy/Education Committee on January 25th and her report was extremely well received by the entire Board. There were many great questions, comments and suggestions from Trustees. One suggestion was for Dr. Atwal to present to the BCSTA Kootenay Boundary Branch - I followed up as the SD5 KBB Executive representative sending a request that Dr. Atwal present at our September AGM via Zoom. Thank you so much Jaslene for identifying the need for this program and then developing it. I think personally this is ground breaking and will be recognized and utilized by other schools in the province as your template is very adaptable for use by others. Well done Jaslene. This is great recognition of one of the many positive innovative things happening in our Sparwood schools by dedicated staff. (the weather balloon launched a few years ago by students and their teacher, and the construction of the operational Trebuchet, again by students aided by their teacher). Just 2 things that come to mind from many, many success stories.  
Please call me at any time regarding student achievement and success. I am always happy to hear from you.

Bev Bellina  
Sparwood Trustee



## Administration Report (March) FJMES PAC Meetings



- ★ Staffing – We are in the process of hiring another temporary EA from now until the end of June. It will be nice to add that support to our school. Our daytime custodian has been hired, but since he held a part-time position at SSS, he can't be released for here until his position is filled. 😞
- ★ Outdoor fun – We have had many classes take advantage of the outdoor rink and sledding hills in town. Since we are not going on regular field trips right now, the school is paying for bussing if classes want to go up to the heights for any outdoor activities. It's great to see so many outdoor activities happening for both mental and physical health!
- ★ School spirit – our next day is March 17<sup>th</sup> where we will have students dress in green and take class pictures. On the 18<sup>th</sup> we will have whole school bingo with prizes for the winners. On the 19<sup>th</sup> we will have a quick virtual assembly to showcase all of the class pictures from green day. Covid has really zapped many of our fun whole school activities so we are trying to get them in however we can.
- ★ Formal reports will be coming home with students on March 19<sup>th</sup>, the day before the break.
- ★ Teachers recently had their computers and other technology upgraded which has been great
- ★ Budget meeting went well, we will not know final classes or numbers until we get official word about homeschoolers returning, as well as a finalization of provincial budget.
- ★ FSA's are officially done! Marking will happen with the pvp group in April, and scores and booklets will be sent home after that.

# Frank. J. Mitchell Elementary School

PAC Meeting  
March 8, 2021

## **Teachers Report**

*Sheila Podrasky*

\***Covid update**- classrooms all have new air purifiers to help keep our students/ staff healthier

\*Huge shout out to our janitorial staff for continuing to do their best at keeping FJM clean and safe 😊 Students and staff are also doing an amazing job keeping their hands and classrooms clean!!

**Play is the Way:** On our Professional Development day we were educated about the power of this program and the value of teaching behaviors.

- doing things because it's the right thing to do, rather than for being rewarded
- have a reason for things we say and do
  - don't run in the hall (why? Because its unsafe)
- using manners consistently
- being brave to do hard things

### ***What's happening in the Classroom and within Frank J?***

-**Grade 6**- Wellness Workshop put on by Mrs. Knight and Mrs. Conway

-**Grade 5's**- field trip to the ski hill tobogganing

-**Kindergarten Classes**- decorated the District Office with hearts to commemorate Have a Heart Day. They made a beautiful display honoring the message that every child deserves the opportunity to grow up safely at home and get a good education.

-**many trips to the Lions park trail and the outdoor skating rink**

### ***Upcoming events for parents to be aware of:***

March 17- Green Day

-March 19- Report Cards go home

### ***Concerns/ Requests/ Questions:***

- See attached wish list page

*Stay Safe 😊*

### Wish List for Classroom Supplies

Ms. Wittig:

- Math manipulatives- class set of Cuisenaire rods (\$103.49 Scholars Choice)
- Standing desks and stools
- Class set of chairs

Mrs. Chiasson:

- Peddle bike station (\$50 Walmart)

Mrs. Podrasky:

- Set of double-sided counters (15.89 amazon)
- 6 more whiteboard clipboards for outdoor learning \$32.64
- Class set of clocks (6 for \$34.40 from Amazon x 4 \$137.60)
- Puzzles, updated games for indoor recesses

Mr. Fortin:

- 10 more 6-sided dice (\$10.99 Amazon- set of 25)
- 10 more 10-sided dice (\$10.99 Amazon)
- Set of dominoes for the class (we use them for math and building challenges) \$28.94
- 6 more whiteboard clipboards for outdoor learning \$32.64
- 2x Cribbage Game Boards \$10 each

Ms. Jones:

- Water table: I would be willing to share this with the other kinder teachers. A water table is a big commitment in a classroom so sharing it around would actually be better. Sensory play and exploration are so important in Early Years so certainly would enrich learning!
  - \$404.98 (Kids Source)
- Slumberkin's Educator kit \$313.87
  - We initially approached the district to support the cost through their SEL initiatives, but it was not really what they were looking to do. Renee and I both used the Feels book last year during distance learning. The students responded well to the story and we were excited about the language and message used. Even though it is a US program SEL language in the US and Canada are quite similar and it would fit well within our programs

Ms. Traverse:

- Drying rack
- assortment of neutral/gray/white coloured baskets or book bins for organization
- a few power bars for cords, as there aren't many plug ins.

## Treasurer's Report as of March 07.2021

### GENERAL ACCOUNT

Bank Balan March 07 2021	<u>29,030.63</u>
Outstanding cheques:	\$14,482.68 CHQ
Invoice	\$0.00
Outstanding Expenses	<u>\$14,482.68</u>
	\$0.00
To be Deposited	\$0.00
	\$0.00

**Adjusted Balance:** \$14,547.95

Minus Budgetted Commitments:

Admin/Office Sup/bank	\$90.00
Awards	\$500.00
Babysitting at meetings	\$450.00
BCCPAC annual membership	\$0.00
Classroom Funding (\$200 x 20)	\$72.38
Drama Club	\$1,000.00
Prizes & Treats for students	\$500.00
Wild School Funding	\$575.44
Ski Trip bussing	\$1,700.00
Teacher Requests	\$345.45
Book Fair Prizes	\$50.00
Library Books Fund (\$3670.87)	<u>\$1,810.39</u>
	<u>\$7,093.66</u>

**Projected Incomes**

Art Cards	\$0.00
Soco/DFS	\$0.00
Plant Fundraiser	\$1,500.00
Mama's Dumplings	\$800.00
School Start	\$0.00
Mabel's Label	\$0.00
Popcorn	\$0.00
	<u>\$2,300.00</u>
	\$0.00

**Expected Year End balance:** \$9,754.29



<b>Expected Year End balance:</b>	<u>\$9,754.29</u>
*Popcorn Expense estimated at \$3131.35	
*Popcorn EFTs \$4376 Profit Est. \$2100.65	*\$7478.94
<b>GAMING ACCOUNT</b>	
Bank Balan March 04 2021	<b>\$7,133.06</b>
Outstanding cheques:	
Outstanding invoices:	

Deposits outstanding	\$0.00
<b>Adjusted Balance:</b>	<b>\$7,133.06</b>
<b>GAMING A Minus Budgetted Commitments:</b>	
Bank Fees	\$21.50
Field Trips	\$1,500.00
School Shirts	\$0.00
Performances	\$2,000.00
Bursary	\$500.00
Buddy Bench	\$700.00
Total Budgetted Commitments	<u>\$4,721.50</u>
<b>Expected Year End balance:</b>	<b><u>\$2,411.56</u></b>
*2021/2022 Planner Est. \$2212.84	

**E-transfer report**

Popcorn 4,376.00

**Fundraising Profits to date:**

Donations 735.00

Apples 846.16

Mabel's Labels 71.47

DFS 3,043.35

Soco Soaps 639.70

Mama's Dumplings 0.00

Popcorn fundraiser (Mar Est \$2100.65) 5,041.52

Art Cards 2,032.01

Plant fundraiser 300.00

Drama Show 50/50 draws (2) 0.00

**Total Fundraising Profits to Date** **12,709.21**

**Hot Lunch Day Profits to date:**

Hot Lunch Day - Oct - HOT DOGS 0.00

Hot Lunch Day - Nov - PIZZA 0.00

Hot Lunch Day - DEC - popcorn chicken 0.00

Hot Lunch Day - Jan - Funky's Pizza 0.00

Hot Lunch Day - FEB - Hot Dogs 0.00

Hot Lunch Day - MAR - Subway 0.00

Hot Lunch Day Apr- Dee's Pizza 0.00

Hot Lunch Day May- Popcorn Chicken 0.00

**HOT LUNCH PROFITS TO DATE** **0.00**