GENERAL BROCK PAC

Meeting Minutes

December 10, 2020

**Opening:**

Krista Knight and Ken Armstrong (co-chairs) hosted the Zoom meeting.

**Present:**

Total in attendance: 22, including all execs and principal, Nancy Paget.

**Approval of Agenda**

**Approval of Minutes (**from October)

**Business:**

1. **Principal Report**
* Teachers were very impressed by Saleema Noon’s sexual health education program. We had previously discussed bringing Saleema in to talk to Brock students every two years. We would need to book in June if we would like her to come back in 2022.
* Our December 18th Holiday Concert will be on zoom.
* P.H.O.- Nancy thanked everyone for respecting the **Public Health Order**. And just a reminder that we need to significantly reduce out interactions. Kindi parents need to please make their way off the grounds after drop-off. If you don’t need to come up, even better. It not only helps keep people safe, it promotes independence in the kids. There is proper supervision in place. It’s important that all parents maintain distance; parents are not part of a cohort group.
* P.H.O. continued- wearing a face mask is always **encouraged** and, when in common areas, it is **required**, even when outside. Kids are not physically distancing so it’s best to wear them all the time. Nancy appreciates the parent support.
* Christmas gifts for teachers- please do not come onto school grounds to hand out gifts. Send them in with your child. If this is not a good option for you, please contact the office and they will help.
* Gail Marlow will be standing in as principal during Nancy’s absence.
1. **Meals on Wheels Update – Sarah Dumont**

Sarah wanted to thank Nancy for the coordination with the teachers. She was aiming for 400-500 cards but received 2,266! It would be nice to start earlier next year so even more students could get involved. It went so well and the people who received the cards were so touched by the beautiful words and thoughts – it was truly heart-warming.

1. **COVID Mitigations**
* Erin Boniferro revisited the question from last meeting: how do we get teachers to encourage the wearing of masks?
* Nancy said that parents can give tips directly to their kids such as bringing extra masks and when they should wash them. She said it’s good to keep messaging the teachers.

1. **Ms. Wolfe Retiring**

Everyone is sad that Ms. Wolfe is retiring. The focus of the discussion was on Ms. Wolfe’s retirement gift.

* Krista was looking for spending approval.
* Penny said she is definitely gifting Ms. Wolfe (in lieu of donating to direct drive this year) and wants approval to write “from the PAC” on the gift.
* Nancy asked if there is a policy in place for consistency with regards to retirement gifts.
* Ken responded that we do not currently have a policy in place but, he can draft one up for the next meeting.
* Nancy explained why she felt it might be nice to have a policy in place for gifting – she feels it could get costly. It would be nice to stick to retirement gifting so no staff are excluded since there are support staff and a building engineer, etc.
* The PAC always provides a Welcome Back and Valentine’s Day gift for all staff and it’s so nice. Is there a way to offer a holiday thank-you to **all** staff this year? It may be too tricky this year due to the inability to provide food.
1. **Parent Education**
2. **Counsellor Kate**
* We recently held a parent education night- a webinar from Counsellor Kate.
* The PAC since distributed links to handouts that were provided by Kate as well as a video of the webinar. Please feel free to share these resources with friends and family.
* Lauren said it was well-received from parents.
1. **Cyber-Bullying**
* Joanna Cook said that 3-4 schools are trying to get together as a group to shar the cost on a cyber-bullying talk.
1. **Other Educational Webinar Opportunities**
* Krista said if anyone knows any other educational webinar opportunities to please share them with the PAC and we’ll see if we can make them happen.
1. **Fundraising**
2. **Soiree**- Erin Boniferro and Lauren Bond
* Since we cannot have an in-person soiree at Heritage Hall this year, our fundraising team came up with an idea to do a Stay-at-Home Soiree.
* Families would buy tickets and have food and drinks delivered to their homes; one idea was Caffe La Tana. Erin and Lauren are looking into vendors.
* Rather than trying to socialize on zoom, which could be difficult and awkward with so many people, we could do a “Side Door Access” event instead. Music artists would host a show and the families at home would be an audience.
* The auction would be adjusted to go online.
* With “Side Door” we could all enjoy a shared experience.
* Gosia wondered if this was an adult or family event. Erin said it’s probably easiest to make it a family event since we are all home with our families. And it might be good for building community to have a shared experience.
* Ken said he booked Heritage Hall for 2022 because he is hopeful.
* Joanna said we can probably roll over our deposit from 2020.
1. **Lanyards** – Debbie
* Debbie has gotten the ball rolling to make lanyards. She bought enough material to make 100 lanyards at this point and could possibly even personalize them.
* There were a few questions:
	+ The cost is $4-$6. Should we sell them for $10-$12?
	+ Can we pull this off before Christmas?
	+ Should we use School Cash Online?
* Krista said we can use the school PayPal. Nancy said she would look into School Cash Online. And Joanna said she used the school PayPal account for the soiree and that it was very easy.
* Distribution would most likely be office 🡪 teachers 🡪 kids
* Ken suggested that before Christmas would be ideal. Kids could buy gifts for friends. Debbie said they would make great stocking stuffers.
1. **Spirit Wear**- Joanna
* The spirit wear was supposed to be ready on Wednesday but it will probably be ready on Monday.
* She will contact people about how to pick up their orders.
1. **Shopping Cards**- Lauren, Erin, Krista

They might be overwhelming at this time. It might be nice to do them in the New Year – not only will it be less overwhelming for parents, it would give a nice boost to local business in the new year.

1. **Finance**-Mike Kerfoot
2. **Update**
* At the beginning of the school year, we had $48,000. We received our gaming grant of $4,500 and our direct drive is at $2,600 so far (last cheques still trickling in).
* We have not had a lot of spending this year, about $600-$800. Most spending has been on pause.
* We are currently sitting at about $54,000 in our PAC account.
1. **Gardening Spec.**
* Nancy was working on some grants.
* Krista asked if we need more money.
* Nancy received $13,000 in grant money and spec is probably about $5,600-$6,000. We can spend remaining money on other outdoor recreation.
* Nancy said this year, we may just have the older kids participate in the Riley Park section.
1. **Music Stands**
* $300 was dedicated to music stands but Ms. Wolfe is retiring. The stands have already been purchased.
* Nancy said not to worry, she plans to bring in another music teacher in January. She would like to keep the music program going. If Brock cannot find a music teacher internally, Nancy will look externally (which is how we found Ms. Wolfe).

1. **Neighborhood Crime Update**
2. **Steve in the Van**
* Ken said that Steve is still dealing drugs from the van (often even at 9:15am).
* Ken would like to distribute a letter for **all parents** to sign that will then be sent to officials.
* VPD has increased patrol but they need authority from the city to allocate resources. So sending a letter and speaking out will help with that.
1. **Bike Theft**
* At the last meeting we discussed that there had been bike theft and fence damage on school property.
* There are also not enough bike racks. Nancy looked into the cost: $2,754 for **two** racks.
* The bike racks get very crowded. There was a lot of crowding before Covid, and now we are even more aware and would like to lessen the crowding.
* There was a vote to spend on purchasing the two new bike racks for $2,754 and everyone at the meeting raised their hands. Spending was approved.

**Next Meeting:** TBD

**Adjournment:** Krista adjourned the meeting at 7:30.

**Minutes Submitted By:** Sami Wall