Upper Pine PAC Meeting Minutes

November 2, 2020

Attendance (via Zoom) – Pam Blaney, Tanya Beatty, Madison Hiebert, Danielle Hiebert, Hannah Willms, Louise Stacy, Sarah Braun, Melody Braun

Call to Order

Pam called the meeting to order at 7:02 PM

Review Agenda and Minutes from Previous Meeting

Sarah motions to accept the October meeting minutes. Madison seconds. All in favour – motion passed.

No additions to the agenda needed.

Reports

Principals Report

Please see Mrs. Braun’s report attached to this document below.

Other Notes

Mrs. Braun will clarify with Mrs. Gilmour if there are any other foods that cannot be brought into the school due to sensitivities. So far, she is not aware of any. School is still nut aware and no peanuts.

Lunch/Recess Monitors – there is 4 monitors outside during lunch (Ms. Palmer, Mrs. Sutherland, Mrs. Babcock, and Ms. Rutz). There are 3 EA’s & 2 teachers (rotating) outside during recess. The monitors all wear vests so kids can identify.

The PAC mentions that there was not a lot of information sent home from the school, especially to new parents this year. A parent handbook would be welcomed, and PAC could collaborate with admin staff to make this happen.

The PAC would like more information sent home at the beginning of the year to all parents with general information (food limits, bell schedules etc.). Introduction email from both the teachers and Mrs. Braun would be welcomed and appreciated by parents.

Library Concerns – Some parents are concerned that their children are being told what and what not they can take home from the library. If the books are age appropriate, parents would like to see all kinds of reading material encouraged even if interests may be different. Mrs. Braun encourages parents to speak to Mrs. Gilmour directly if they are having an issue with library time for their kids.

School Code of Conduct – still the same as it is posted on the website from 2018/2019. The PAC can direct parents to this code of conduct if there is an incident involving their child at school.

The PAC mentions to Mrs. Braun that this is a very hard year for parents. While we appreciate that this is a hard time to navigate to keep everyone safe, the school feels unwelcoming when coming in (when following protocols). The quick check ins are not easy this year and therefore communication from administrators and teachers is vital. Can a parent question/concern box be posted to help with those quick check ins (PAC and Mrs. Braun can collaborate to find a middle ground)? Mrs. Braun also mentions she is in a hard position because protocols must be followed or there may be severe consequences.

Since the virtual meet and greet did not happen in September, can a get to know the teachers be incorporated into the Christmas concert video?

Treasurer Report

Balance in the general account is $17,689.14 (including 2 o/s cheques and 1 o/s deposit).

Balance in the gaming account is $6,061.62.

Of note – H2M Contracting’s invoice for the decking came in under his original quote. Please see attached note of the motion to accept H2M Contracting quote to build the decking from skate shack to the rink (decided over PAC Exec. group text).

Dieleman Fundraiser profits should cover the extra expenses from H2M that were not covered by the original grant money.

Danielle submitted the annual gaming report for the end of October.

Danielle motions to accept the treasurer’s report for Nov 2, 2020. Madison seconds. All in favour – motion passed.

Pam & Danielle are working on the budget on Tuesday (Nov 3rd) and will present at the next meeting.

Fundraising Report

Dieleman’s is sitting at $3800 in sales currently. Remainder of orders will be submitted tomorrow (Tuesday).

Tony from Nutrien will have a pallet of ice melt delivered to school Tuesday, Nov 3. Mrs. Braun ok’s the use of the school entry way. Parents are ok to call ahead and schedule a time to come pick up ice melt. Pam will send the order form to Danielle to post on the Facebook page and will send a copy to Mrs. Hynes to send out.

No new fundraisers will be introduced at this time. Wait until after Christmas. Lovable labels and Ice Melt are ongoing.

Apple School Fundraiser – Mrs. Braun said this went very well. The Doig River band had placed an order for 1 fruit/veg box per family so that will provide a lot of food the school is able to hand out to families in need.

School Swag – Mrs. Braun was thinking of doing this school fundraiser in Feb/March.

DPAC/SUPAC

Steven Petrucci’s superintendent report had been previously emailed out to parents.

Given a pamphlet with Carlene Andrew’s contact information on it – she is our director of studies for social and emotional learning. Pam will distribute.

Information has been previously emailed out about parenting seminars available within our district.

PAC’s are beginning to digitize their files to avoid the overload of paperwork that accumulates. Pam motions to investigate how to digitize PAC information and minutes/documents. Madison will investigate this and give more info at the next meeting.

PAC Constitution and Bylaws need to be updated every 4 years.

Other school PAC’s are meeting in school gyms in order to socially distance properly. No childcare. Due to this, Upper Pine PAC decides it will have an executive only pre meeting on Dec 3rd at 10 AM. Next PAC meeting will be December 7th at 7 PM via Zoom.

Volunteer

Finding volunteers was easy for hot lunch this month.

Hot Lunch

Not being able to hand out food for hot lunch day was hard but the day went well and made the best of it.

An excel spreadsheet is being used to track the number of orders and the amount of food that was bought.

Sign Coordinator

Stephanie was able to change the school sign and now has the letters to change as

needed.

Old Business

Fundraising Coordinator Position

Pam has not followed up with Melanie about taking this position. She will do that.

Survey 2020 Results

Pam will email the survey results to PAC members – not very many.

Gazebo Sign

Pam has not gotten to Masterpiece Framing – she will go tomorrow (Tuesday).

New Business

Teacher Participation Program

Each time a teacher participates in a PAC related event or meal day they get an entry into a draw for $200 to use towards their classroom. This draw happens 3x per year (Nov 30, Feb 28, May 31). Pam will email the program information to teachers as there has not been a lot of involvement.

PAC Newsletter

Going out at the end of this week – both email and print copies.

Correspondence

NPSS Bursary

The PAC will continue with this bursary for 2021 and will carry on with the same criteria for now. Pam will confirm with the NPSS award committee.

Meeting Adjourn

Next PAC meeting will be December 7, 2020 at 7PM via Zoom.

Pam motions to end the meeting at 8:28 PM. Hannah seconds. All in favour – motion passed.

Principals Report from Mrs. Braun

Principal’s report - November

October has flown by. With Fire drills and lockdowns successfully navigated as well as an Evacuation drill

completed, it has been a busy month. Our restructuring went well with all the classes settling in quickly.

Students enjoyed seeing each other in the online Halloween costume parade - and for those that thought I ended the video without the Grade 6/7 and 8’s it is because they had already started their movie and were sitting in a dark room.

New hires: Calli Palmer and Lydia Sutherland have been hired for about 3 hours each day - they will be

supervising recess and lunch time as well.

Our School Connectedness survey will be happening soon, hopefully it will happen this week. It is a quick 10 question survey to see how the students feel about different aspects of the school and to see where there might be areas of improvement for us as a school community.

Parent/Teacher interviews:

Mrs. Hynes will be tracking the interview times as we will be staggering the times so there is time in between for parents to leave and then the next parents to come in. You will be asked to come to the office and sign in, sanitize your hands and wear a mask. At this time, we ask that only one parent come in, with no siblings (if possible). Each time slot will be 15 minutes and we will be asking teachers not to go over that time as we do need to keep the numbers of extra people in our building as low as we can. If you would like the option of a phone interview, please request that option through your child's teacher.

Remembrance Day:

We will be joining the Bert Bowes online Remembrance Day assembly through zoom. Each class will be able to watch the ceremony from their own classrooms.

Website:

New look and new address - upperpine.prn.bc.ca

I am going for training on Nov 10th as some of the features are brand new to me. Thank you to Pam for finding out that we had Jane Doe working for us under the staff directory.

Christmas Concert:

We will be having a concert this year - just with no physical audience. We will be using Mr. McEvoy’s class to do the recording and editing, hoping to have the video out to parents by the middle of December.

New building and rink - decks are built, rink is complete. ProNorth was here last week finding the water line to the building - it is ready for a pump - which I believe they are trying to source out for us.

Home Hardware helped

us with pegboard - the school bought 4 and they donated four. Our trustee David Scott-Moncrieff has been working on our behalf. He also called this morning asking if there was anything else, we needed, and I did say we forgot the metal pegs. So, I am not sure if he will be able to find us some as a donation or if we will need to buy them. Bradley McGinnis is going to punch a hole into the wall in the change room so we can put a door into the main part of the building - if we can get a door he will install it for us. He will let me know what size we need.

We just replaced one of the ovens in the kitchen, I was going to buy a used (like new) one but when the

owners found out I wanted to use it for the school they donated it to us.

We have not started the “Soaring Eagles” this year yet - it is on our agenda for the November meeting this Wednesday.

School Code of Conduct is online as well as in the agendas.

Mathletics is not new to Mr. McEvoy’s class but will be new for our 6/7, 8 and Gr 4 this year. It is a tool used to supplement math concepts.

The District has said No to sports this year. We have had one Gr 8 volleyball practice - this is within the cohort, so it is acceptable. We do have basketball for boys in the “Harpy Eagles” cohort beginning tomorrow - Mr. Peterson has all his paperwork in and has been through the safety protocols required for him to be in the gym with this cohort.

Like Last year - we are Nut aware - which means we cannot guarantee that there will be no nuts in the building. Both students that have allergies are limited to peanuts. So, like last year no peanuts. Sending a letter to remind people.