Upper Pine PAC Meeting Minutes

Feb 3, 2021 \*\*Amended

Call to Order.

Pam called the meeting to order at 1PM, Feb 3/21. Attendance via Zoom: Pam, Madison, Sarah, Danielle, Melanie, Tanya, Hannah, Mrs. Braun.

Review Agenda and Minutes from Previous Meeting

Additions: None

Motion to Approve Agenda: Madison motions to accept the February meeting agenda, Hannah seconds. All in favour – motion passed.

Motion to Approve January Minutes: Sarah makes a motion to approve January 2021 minutes. Madison seconds. All in favour – motion passed.

Reports

Principals Report

Please see attached from Mrs. Braun.

Pam asked Mrs. Braun about the 2020/2021 yearbook and who is in charge. Mrs. Braun tells the PAC that between herself and staff they have decided that unless a more cost-effective solution can be figured out, there will be no yearbook this year. Each year the school loses around $800 on yearbook because of the minimum order requirement and lack of sales to support that minimum. Mrs. Braun is going to look into 2 suggestions from parents, Tree Ring and Unforgettable Memories (Lynnette). The PAC asked Mrs. Braun to incorporate the “Feature the Teacher” pages in the yearbook if something can be worked out.

Regarding the school tours for the grade 8’s moving to Dr. Kearney next year, Hannah mentions that NPSS will be holding their tours for grade 10’s so likely there will be in person tours happening at Kearney.

Mr. Fell has been subbing for Mrs. Palmer while she has been away.

Madison asks Mrs. Braun about staffing. Upper Pine only has 2 temporary positions to fill for next year. The posting for the Learning Assistant has been posted. The school district would like Mrs. Braun to wait to post the position for the Grade 6/7 class until they know more concrete numbers for 2021/2022 school year. It is possible Upper Pine will lose that division if the numbers are not there to support it. Upper Pine lost approx. 25 students due to health concerns regarding Covid-19 and approx. 15 other students for varying other reasons.

Hannah asks Mrs. Braun about Spring Break travel plans for teachers and if there is anything from School District regarding it. Mrs. Braun said that so far there is nothing written in stone from the school district saying that teachers cannot travel. Mr. Petrucci said at the SUPAC meeting in November that they cannot police teachers on what they do on their personal time but hopes that everyone will do all they can do to abide by the PHO and guidelines set in place for our area.

Pam asked for clarification on allergy’s at school. The grade 6/7 class had made healthy snack bites, but they were made with peanut butter. Mrs. Braun will follow up and reiterate that PB is not allowed at school.

Science Fair – Mrs. Braun is going to discuss with staff at today’s staff meeting. Staff have chosen to focus on Passion Projects this year. If anyone would like to participate in the science fair, staff will provide that student with all the needed information on how to participate. Info will be going home to parents as soon as it is available.

BCCPAC – If you would like to be on the board of directors, please see Pam for more information. May 1st is the BCCPAC AGM. Parent conferences (virtual) are May 28/29th.

Treasurer Report

General Account Balance at Feb 2, 2021 is $16,121.10.

Gaming Account Balance at Feb 2, 2021 is 3,726.97.

Danielle motions to accept the February 2021 treasurer report. Madison seconds. All in favour – motion passed.

Danielle checked with the bank about a terminal option to accept debit/credit card. The clover machine would be linked to the chequing account. Danielle is getting more information about cost and will report back.

Danielle is bringing documents to Darcy on Friday for her to complete the soft audit.

Danielle will be going over past years receipts in the next few weeks to try and claim back any PST that has been paid in the last 3 years.

Fundraising Report

Make It Sow – Melanie is going to drop of fundraiser information forms on Friday so they can be distributed on Monday. Online ordering is available as well as paper forms. The fundraiser will go from Feb 16 – 26. All items will be shipped to school to be distributed.

Norbert’s Flower Farm – Melanie will contact at the beginning of March.

Ice Melt – Pam will forward Melanie the flyer to distribute to remind parents about Ice Melt. The PAC has 1 pallet available at the school and 1 pallet available at Nutrien.

DPAC/SUPAC

Please see attached notes from Hannah.

Regarding school property vs. PAC property – once the PAC purchases it becomes school’s responsibility to maintain. Administrators need to take responsibility to make sure all staff knows what is there to use. The PAC suggests that in September at the school planning day, an item inventory listing is given to staff and gone over so that everyone can be in the loop on what is available. The PAC will also review the inventory listing in September.

DARE program – Mrs. Braun has talked to Constable Chad. He is looking at his schedule when he will be able to come to the school. Mrs. Braun will let the PAC know if this program is a go this year.

Volunteer Coordinator Report

Danielle said there was enough volunteers for hot lunch last week. She is keeping the FB page updated as much as possible. If there is anything to add to the page, please let her know.

Hot Lunch Report

Madison has been going over old receipts and orders to try and streamline the purchasing process for hot lunch days. She will do the purchasing for the next hot lunch day and will take notes and pictures of what to buy and how much so it can all be saved for future people in this position.

Next hot lunch day – February 24th – Poutine. Madison will purchase and help cook. Stephanie will hand out order forms next week and Danielle will post looking for volunteers after they have gone out.

\*\*Mrs. Braun confirms that volunteer parents are allowed to bring younger children with them to help with hot lunch/treat days because they stay within the kitchen area.

For Donut day on February 10th, Madison and Tanya will distribute.

Madison has made treat/hot lunch folders for each teacher.

Old Business

Review Action Items

See attached. All items talked about and addressed.

Digitization of Files

Madison, Pam, and Danielle met with Corrie Bennie from DPAC. So far everything is on track to set up all the folders with google drive and the PAC email. All executive members will have access to the email and documents in google drive.

Next meeting, the PAC will go over how to use google drive with executive. The PAC would like the digitizing of old documents (last 5 years) to be done by April 2021.

New Business

Constitution/Bylaws Review

The PAC needs to add a pandemic clause to the constitution and bylaws by March 2021.

Other

Pam would like to bring a resolution forward to the BCCPAC from the Upper Pine PAC regarding not having passive consent as an option within schools. Pam will write up a resolution and the PAC can review at a secondary meeting in the next few weeks. The resolution needs to be submitted by February 28/21.

Conclusion

Next meeting will be held March 3rd at 1 PM via Zoom. Pam will double check with Mrs. Braun that it works with her schedule.

Meeting Adjourn

Pam motions to end the meeting at 2:33 PM. Sarah seconds. All in favour.

Principal’s report - February 2021

Thanks for the lunch - students enjoyed it.

We are also enjoying the rink; we did have to put up a schedule to make sure we did not have more than two classes skating at the same time.

We are continuing with sanitizing and cleaning during the day in all high touch areas.

Please remember volunteers are still welcome - just make arrangements ahead of time.

I have begun touching base with the families that decided to homeschool this year due to COVID - lots of positive feedback with 6 more students committing to returning in the fall.

The district has begun building capacity for next year and hiring has begun. We have one posting open and that is our LAT (Learning Assistant) position. Because of our low numbers the district wants us to wait to post that final position until after spring break.

Kindergarten registration has begun - please encourage anyone you know with a kindergarten student to register sooner rather than later as this also helps with our planning staffing for next year.

Our LAT room is undergoing a reno in two weeks. We had a request in to replace the flooring because it was now a tripping hazard - and that has morphed into a full reno - which will displace Ms. King for a couple of weeks. She will be working in Ms. Wieler’s room for that time.

Excitement is building for donut day with many students making sure I had ordered a donut.

FSA’s for Grade 4/7 have been rescheduled so many times - they are now scheduled to take place between Feb 16 and March 5th. If this changes again, I will let you know.

Feb 15th - Family Day - no school

Feb 22nd - NID - no school

Feb 24th - Pink Shirt Day

Feb 25th we are planning the Winter Carnival - the Grade 8 students will be organizing it - we will be looking for parent volunteers because if the weather is nice, we would like to incorporate a skating spot for all the classes. Of course, outside carnival is weather permitting.

Apple Schools update - activities are still being planned with Ms. Rutz that include active ones in the gym as well as taste testing new foods. Breakfast and snack programs are continuing as well.

Mrs. Gilmour and Ms. Rutz and beginning to work with Apple Schools in planning a transition from a .5 position to a .2 position next year and what that could look like.

I have a newsletter that is just about ready to go, hopefully if not this Friday, then Monday. If the PAC would like to add anything on it there is some room.

Actions items from January:

Mrs. Johnson loves her room.

Timer for the Rink lights has been work ordered.

Mr. Nock and Mr. Steele (Dr Kearney) are working on what the visitation for our Gr 8’s could look like - really depends on the COVID restrictions in place during May and June.

DPAC/SUPAC Report for Jan 26, 2021

DPAC focused on School Reports this meeting as there was a special guest coming to present.

during our meeting.

Lots of reps shared a lack of parent involvement. We are allowed in person meetings under the PHO restrictions but masks and social distancing need to still be followed.

I asked about Science Fair, no one had heard anything from their schools yet, will bring up at

SUPAC

DPAC would really like to get a dollar amount at the end of the year of how much our PAC.

spent. They would like a grand total of what the district PAC’s spent to share at a Trustee

meeting in the fall.

Martha Funk and Nancy (didn’t get a last name) presented from Community Action Team. This

is an action team looking at Mental Health and Addiction in the FSJ area. They came to create

awareness and to ask for any parents interested in joining them. They want to find out how they

can support youth in our area and what is needed for this to happen. Opioid poisoning is

happening in our community and can be compared to the lower east side in Vancouver if you

looked at death's/capita. Addiction is a result of lack of connection and support. If any parents

are interested in this and would like to help, please contact Corrie Bennie.

SUPAC

Sec Treasurer Position filled by Angela Telford

Very quiet in the district regarding COVID-19 with only 3 exposure letters since Christmas (NPSS,

Clearview, Central)

Expecting the vaccine rollout for the Ed Sector to be late Spring into Summer so planning for a

regular Sept start up. Encouraging parents to re-register if they have gone the homeschooling

way this year due to health concerns.

First wave of job postings has started. SD 60 will participate in over 20 career fairs seeking

employees.

Community Link is a special purpose fund that is used several ways in the district. It is used for

Alt Ed at NPSS, Food programs at DK & BB and can also be used to address concerns when

they arise in our district.

The Science Fair is a Regional Society not run by SD60. SD60 does not rely on the Fair for

teaching Science. They see it as a great tool to get kids involved in Science on a higher level

but not concerned if it doesn't run this year, our students are still learning about Science. Check

the NPRSF website for any details on what is happening this year.

https://www.northernbcregionalsciencefair.ca/

School Property vs PAC Property. There was not enough time during the DPAC meeting to talk

about this, although I did bring it up and DPAC would like to have a discussion on the topic as

many schools are facing this. I brought it up at SUPAC about our concerns and Stephan said

that purchase do become school property and the schools need to take responsibility for the

maintenance of it. More communication needs to be done with the admin at our schools on this.

Still lots of questions about the topic as there are many unique situations. Will continue to get

clarity on the topic.

Reengage Parents in the Fall - what can we do as PAC’s?

District Sports Day? Still do not know if one will happen this year.

Next meeting Feb 23