



TPAC Meeting Minutes October 14, 2020

**** meeting conducted via Zoom ****

Attendance: no in-person attendance. Zoom meeting was moderated by Caren Morris (PAC communications). PAC executive members (Teresa Bubela, president; Tiffany Hanoski, vice-president; Caren Morris, treasurer); Torquay school administration (Lois Bender, principal; Sarah Elford, vice-principal). **A total of 18 Torquay staff, parents, grandparents and guardians were signed in to participate.**

Call to Order at 7:02 pm by Teresa

Adoption of meeting agenda by Teresa. Moved by Caren, seconded by Tiffanie.

Adoption of meeting minutes from previous PAC meeting (September 23, 2020) moved by Tiffanie, seconded by Caren. PAC exec notes that all meeting minutes are available on the Torquay PAC website, in lieu of in-person distribution.

Opening remarks: Caren and Teresa welcome all present and introductions are made. Teresa thanks those who have made the effort to attend and hopes that we will continue the high attendance levels set by the September AGM where over 40 signed into the meeting. She notes that the agenda is quite packed with much to discuss and that questions are welcome via Chat and can be presented either during the meeting or in the “town hall/open forum” at the end of the meeting.

Standing Items

Communications

- **Spirit Wear update:** Teresa gives a quick summary of where we are with Spirit Wear orders. Julena has been working on this and is very close to having items ready for ordering. We will either sell them through the Fun Lunch website or some other means.
- Note: Julena joins the meeting later on and provides a number of updates. She has been in touch with the print shop and they are ready to move forward with our preferred T-Shirt style in various colours (black with white print, blue and green, possibly pink if there is demand). Printing could be done at a cost of \$16 per shirt, or we get the amount down to \$14/15 per shirt if we do a batch order instead. Cost to families could then be \$18 for the batch order and later \$20 for one-off orders that miss the cut-off. Hoodies are more expensive at around \$26 each to print, we need to decide on style, colours and size/style of logo used.
- Printer will set up a website for us for \$100, where families can place their orders directly. Fun Lunch website is not as ideal for this purpose but more of a possible “plan B” just in case.
- PAC survey: Caren notes that the survey has already gone out to parents and how important it is to get this feedback, as there are limited opportunities for in-person discussions this year. **Please take a moment to fill out the survey if you haven't done so.**
- Online groups for parents: further action on this is pending feedback from the parent survey.

Financials

- Caren has taken over the Treasurer role from Tiffanie and notes that there are no financials to display as there have been no new transactions (expenditures) thus far.
- She reports a balance of \$21934.21 in the chequing account, and \$6881.72 in the gaming account. This new balance in the gaming account is because our application for gaming funds for this year was successful and we received \$6420 for the year!
- Caren reminds everyone of the motion made previously by the PAC exec that any proposed purchases must be submitted in writing prior to a meeting to allow for adequate discussion by the PAC. Voting on any newly-introduced purchase proposals will not happen immediately at meetings so that all factors around a purchase can be considered. There is a form that can be used for creating these proposals which is available from the PAC.
- **PAC donation drive:** We have officially started our Torquay PAC donation drive (in lieu of other more time-intensive fundraisers like coupon books etc). Lois has sent out an electronic version of the letter from the PAC and a paper copy will go home with students this week. Caren emphasizes there is no obligation to donate. The suggested donation is \$40 per child or \$70 per family. This can be done through the Torquay PAC website or by using the form provided (parents fill it out, send a cheque to the school with their child). Questions about the donation drive can be directed to Caren via the PAC website.

- Fun Lunch: It's back! **Huge thanks to Tuire for making it happen so quickly!** Teresa presents a quick summary on behalf of Tuire who was unable to attend tonight: for term one we are offering Subway and Pizza Hut fun lunches, the intention being to start slow due to all the unknowns of this winter season. We chose these two vendors because they require no parents to enter the school. Food is delivered to the office and will be distributed to the classrooms by the Torquay staff members. All food is individually wrapped and sorted prior to arriving at the school. The vendors will alternate every two weeks until the end of January. **Ordering will remain open until one week prior to each Fun Lunch date to allow parents more flexibility and minimize missed lunches due to absences.** If you are absent on a Fun Lunch day, orders are non-refundable. However, if you contact the Torquay office, they will set your child's lunch aside for you to pick up. We will revisit adding more vendors in January.
- New fundraisers: Thank you to Ruth Wax for bringing a new fundraising opportunity to the PAC with **Nature Bee Beeswax Wraps** (www.naturebeewraps.ca). We would choose a two-week selling period (possibly before Christmas and after the Purdy's fundraiser?). These wraps and cloths are gorgeous and would make excellent gifts. Torquay families and friends will receive a code to use online and 10% of all purchases go to the PAC! Very easy and aligns well with Torquay's no-waste/pack in pack out policy. Unanimous support from those present. Ruth and Teresa will follow up with the owner to set dates and get the ordering code.
- Purdys: Clare Randall has offered to oversee the Purdys sale this year, most likely taking place the first three weeks of November.
- Ongoing fundraisers: **Another big thank-you to Julianna Moore for presenting the PAC with a cheque for \$486 for the ongoing fundraiser with Benjamin Moore!**
- Fairway/Thrifty Foods cards: some parents have requested these and the PAC will try to find a way to get them to families since we are not encouraged to come inside the school at this time. If you have requested a card, we will try to get one to you shortly!
- GoFundMe campaign for Jordan Millar: Teresa and Caren discuss the GoFundMe campaign and meal train organized for Jordan Millar, a Torquay mom of two battling stage 4 colon cancer. Jordan is mom to Jules, a Torquay student who also battled leukemia for many years. Torquay has strong history of supporting its families and asks that anyone who can help please visit <https://gf.me/u/y3945x> (GoFundMe) or <https://www.mealtrain.com/trains/rwk30w> (meal train).

Events update

- A reminder to families that there will be no in-person events at Torquay this year (no Halloween Howl etc).
- Parent Ed nights: Caren asks parents to consider their interest in online parent education workshops at this time and if so, what topics would be of benefit? These questions are included in the online survey as well.
- Halloween at Torquay: what is possible? Teresa opens the discussion about Halloween plans for this year, in lieu of the Halloween Howl. Lois Bender and Sarah Elford both speak to this. Lois says that Halloween celebrations will happen at a classroom/cohort level. She describes the possibilities for creative fun with the "Black and Orange" theme that could extend to wacky hair, painted faces and small accessories. They are not permitting full costumes at this time, for a number of reasons. A "Spirit Team" has been formed at the school which will take the lead on other plans for the day. A parent had suggested division Halloween baskets—is this possible? Lois says there may be plans for treats for the classes and they are still investigating what is possible overall in conjunction with the teachers leading the Spirit Team.
- Sarah Elford notes that the BCCDC's guidelines for a safe Halloween are now out and encourages parents to reference the link: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/social-interactions/halloween>

Admin report

Lois Bender, principal:

- Lois begins with an enthusiastic acknowledgment of how proud she is that students have taken on all the new routines in such a responsible, respectful way. She offers thanks to the parents and other caregivers for all the conversations happening at home that are reinforcing these messages and helping students adapt.
- Staffing update: 3 TOCs that have been overseeing division 11 (for Ms. Karpiak), division 3 (with grade 4 students), and Emma Johnson took on the hybrid program. Two of these teachers were practice teachers at Torquay last year and all have done a remarkable job. The contracts of the original teachers are being honored and as much as the school appreciates what the TOCs have done thus far, the continuing contracts must be based on district hiring practices. Both division 3 and 11 TOCs now have contracts. Alex Smith now has a contract with division 11 and Sidney Wilson is with division 3. Lauren Willson is now with the hybrid program.
- Orange Shirt day was a bit toned down this year compared to last year but the spirit of the day was still honored, reinforcing the message that everyone belongs and is respected at Torquay.
- Tour de Rock visit: Last week the Millar family (Jules, Alice and Jordan) inspired a visit from the Tour de Rock riders. It was on very short notice but nevertheless was fantastic and very well attended. They honored Jules (junior rider) and had special gifts for both Jules and his sister. This is the family previously highlighted with regard to mom Jordan's battle with cancer.
- Lois speaks to her personal challenge of the week being how to bring some sense of "assembly" or school culture without school wide in-person gatherings. She is going to try to do a Zoom assembly, highlighting the Tour de Rock visit. She is in the process of training the hosts so she can "beam" into everyone's classes. All will sing O Canada and watch a video that Mr. Massini put together of the Tour de Rock visit. This will be a trial run for future assemblies for this year.

- **Friday October 23rd is a pro-d day.** This one is designated for specialist associations (librarians, music educators etc). All associations are offering online forums and the school district is presenting Denise Augustine who will speak to creating equity for all. Lineup of morning and afternoon sessions with a wide range of focus (smart learning, ADHD, self-regulation, mental health etc).
- Sarah Elford: earthquake emergency kiosk is being checked, including expiry dates for the items. There will be an earthquake drill at the school tomorrow (October 15th). Sarah would like some assistance from the PAC regarding the expiry dates of current supplies and possibly with inventory.
ACTION: PAC exec and/or Sarah to query Vanessa regarding her records on the emergency supply expiry dates.
- Class reps: staff has been poled about class reps and about half of the teachers have responded with a sense of whether they will use a class rep in some fashion this year. Teresa notes that the PAC will go ahead with recruiting/assigning PAC reps for each division even if teachers do not plan to use them directly and Lois agrees this should happen.
- PAC Donation Drive letters were emailed to parents this week and will also be sent home in hardcopy per the PAC's request.

Town hall/open forum

- Julena joins the conversation to provide an update re: Spirit Wear (see above for recap of discussion)
- A query re: shirts for Grade Fives. Julena offers to help with this as well. It will also be discussed more in the Spirit Team meetings.
- Caren asks all parents to note the remaining PAC meeting dates for the year: **November 12, January 13, February 10, April 14, May 12 (AGM). Please save the dates!**
- Ashwin asks if there are other ways to increase attendance/awareness of PAC meetings as he feels parents are missing out on a wealth of information! Some ideas are discussed including teachers sending out notices via Fresh Grade, PAC reps can also contact families directly about meetings (once they are established for each division). Paper slips sent home as reminders?

Meeting adjourned: at 8:27 pm by Teresa.

Thank you to all who attended! We look forward to an even greater turnout next month.

Next meeting: THURSDAY November 12, 2020