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Minutes for November 12, 2020

****Meeting conducted via Zoom****

Attendance: No in-person attendance. Moderated by PAC executive members (Teresa Bubela, president, Tiffanie Hanoski, vice-president, Caren Morris, treasurer, Tuire Tammilehto, secretary)

Call to Order at 7:02pm by Teresa.

Adoption of meeting agenda by Teresa and seconded by Caren/Tiffanie.

Adoption of meeting minutes from previous PAC meeting by Teresa and seconded by Tiffanie.

Opening Remarks: Teresa introduces the PAC Executive and welcomes all to the meeting.

Communications Update

- Teresa begins the meeting by expressing a desire to diversify the PAC roles. With the AGM meeting taking place in September this was unable to be addressed sooner.
- Last year Caren was an unofficial member of the PAC Executive. She took on the role of *PAC Communications Liaison*. As Treasurer this year, she would like to pass on this vital role. While she stressed the importance of not wanting people to take on more than they can, many hands do make light work.
- We are **seeking a PAC Communication Liaison** to connect families (and this year cohorts) outside of the classroom setting. The role includes:
 - emailing class reps,
 - communicating with the school admin,
 - participation in PAC executive discussions.
- **Caren asks parents to consider volunteering in any capacity. If interested, please get in touch with the PAC via email at: communications@torquaypac.ca.**
- Caren continues by acknowledging that it has been a difficulty start to the school year. We hear the desire from families to communicate with one another.
- With PAC Reps, we can help facilitate this. The role is a minimal one this year. It involves putting together a class email list that will be provided and reaching out to the parents on it. If desired, you may connect with your Cohort PAC Rep. PAC Reps will be listed on the PAC website once positions are filled.
- Classrooms still **seeking PAC Reps**: Ms Cristini, Mr Kruger/Ms. Wilson, Mr Masini, Ms Garat, Ms Grant, Ms Karpiak/Ms. Smith, Ms Willson (Hybrid).
- Christina Apa volunteers for Ms. Garat, Devon volunteers for Ms Grant. Thank you so much!

- **Parents should know that unless you “opt-in” to communications from the PAC, we will not be able to contact you.**
- Caren thanks everyone who took the time to share their thoughts on the *Parent Survey*. The surveys collectively showed a theme that families would like to connect and communicate.
- If you would still like to fill out the survey, please visit the TPAC website at: torquaypac.ca.
- The survey also brought forth parent education suggestions! All the information collected was invaluable and will help us focus on what is most important to parents.
- Caren says the PAC discussed creating addition avenues for sharing information. A Facebook group, Whats App group, and others were discussed. However due to volunteer limitations our focus will be to fill the PAC Rep roles.
- To help with communication, the PAC introduced a NEW email system called *Mailchimp*.
- This will be used to send parents PAC reminder emails. It allows us to connect with families directly instead of through the school weekly emails. These will be opt-in only.
- **If you would like to be included in PAC emails, please send us your email address at: communications@torquaypac.ca.**
- Teresa draws attention to the newly released list of cohorts from the school. Thank you to Lois and Sarah for sending this to parents.

Cohort A	Divisions 14 (Ms. Trenchard) and 12 (Mrs. Young)
Cohort B	Divisions 13 (Ms. Spahan) and 11 (Ms. Smith)
Cohort C	Divisions 10 (Ms. Bell) and 8 (Ms. Leno)
Cohort D	Divisions 9 (Ms. Grant) and 7 (Mr. Kiernan)
Cohort E	Divisions 6 (Mrs. Boulton) and 5 (Mrs. Garat)
Cohort F	Divisions 4 (Mr. Masini) and 3 (Ms. Wilson)
Cohort G	Divisions 2 (Ms. Cristini) and 1 (Ms. Elford)
Cohort H	Division 15 (Hybrid-Ms. Willson)

Financial Update

- Caren shares a brief financial update. Mostly fun lunch proceeds coming in thus far. Between the Chequing, Gaming, and Paypal accounts the total funds available is \$34,000, however keep in mind this includes fun lunches we've received funds for but have not yet paid out to vendors.
- Online donation drive funds are not reflected in this update. Please see the PAC website for the donation drive link if you would still like to partake.
- Donation funds are usually divided between each division. These funds are used by teachers for consumable supplies, guest speakers, field trips, etc.
- Parents in chat ask about ESL and Learning Support teachers.
- Tiffanie states that this year the focus is on the division teachers, however the PAC welcomes additional special requests from teachers.
- Lois adds that additional requests will be reviewed by her to determine if there is district funding before proceeding to the PAC.
- Christina Apa (ESL teacher) voices that she would like games to use with her students. The PAC can still facilitate this if requested.
- Teresa puts forward a motion to donate \$300 per division for 2020-2021. Seconded by Caren. Teachers are encouraged to submit additional requests, if needed.
- The parents are polled, 61% vote: Yes. Motion passed.

- Teachers are asked to fill out an expense form and attach receipts to be reimbursed up to this amount. Expense forms will be sent to teachers and supplied to the office.
- Lois to mention this to teachers at their December meeting.

Fundraiser Update

-**Fun lunches:** A reminder that ordering is continuously open this year, up to a week before each scheduled Fun Lunch day.

-**Purdy's Chocolates:** Thus far we have \$1800 in sales with a profit of \$450 for Torquay! Lots of orders still coming in. Ordering open until **November 18th.**

-**Nature Beeswax Wraps:** Now open and ongoing until **November 21st.** 10% of sales will be donated to Torquay. A reminder to use the link provided here, as without it you will not be identified as a Torquay parent:

<https://www.naturebeewraps.a/?rfsn=4853569.15d46e>.

-**Thrifty's/Fairways Community Cards:** Requests are being sorted through as they come in. Please reach out if you would like to have one sent to you. Teresa notes that funds from the thrifty's cards go back to the school library.

-**Bottle Depot: NEW*** When returning your empty beverage containers, please consider donating your return to the *Torquay PAC*. Accounts have been set up at all 3 locations (Glanford, Quadra, and Sidney). Your generosity will directly benefit Torquay.

-**Finn and Izzy: NEW*** If shopping at this children's store in Oak Bay, mention Torquay as your "school of choice" and the business will make a donation to us. \$175 donated from last year! See their logo on our Fun Lunch and PAC webpages.

Event Update

- No in person events.

Parent Ed Nights

- This was well discussed in the Parent Survey. Suggestions included, Childhood Anxiety, Building Resiliency, Screen time. Great suggestions, thank you!
- We would love to support online only parent education nights.
- To facilitate these, we are ***seeking 1-2 volunteers*** to take the list of suggestions and canvass availability and cost of presenters.
- Caren will assist and guide anyone who steps forward.
- One course we hope to continue for Torquay is *Sheepdog Protection Program*.
- It has run for 3-4 years and is filled with beneficial information. Tiffanie is looking into this with Lois.

Sprit Wear

-Julena has sent mock up designs to *Raincoast Print* and we are waiting to here back before finalizing the designs and establishing a purchasing platform for parents.

Christmas at Torquay

-Lois says that groups of children are working with staff to make something happen. Hopefully we will have a winter concert through technology!

-Teresa thanks Lois and staff for the Remembrance Day Zoom ceremony. It was such a joy to all be connected.

Administration Report

Lois Bender, principal

- Lois applauds the children for how amazing they were on Remembrance Day.

Sarah Elford, vice-principal

- thanks classes and teachers for the concert. It was a wonderful way to mark an occasion and build community. 60 families joined outside of the Torquay community.
- Additional thank you's to parents for Orange & Black Day to mark Halloween and to the Sprit Club for organizing. Pumpkins were placed in the office and set to wear different items every day that week.
- In the school, Raj Lamant is working every afternoon with grade 1's and Reading Recovery students.
- While field trips aren't happening in the usual ways, we are still looking for opportunities for enrichment
- "Tundra Talks" presentations were enjoyed by classes. Everyone had a chance to interact with Gary and Tundra (his wolf). Wolves are the keepers of balance. This ties into Social Studies, Science, and our First Nations roots.
- **Pro-D Day: Friday November 20th.** The theme for the teachers will be Indigenous World News, and Fostering Resilience at Torquay.
- School Reading Goal: *to develop greater independent and ownership of self directed, lifelong learners.* We want to engage students and bring joy to reading. To facilitate this, students need access to rich resources. Therefore they go to the library once per week. We are encouraging individual interests and teach students how to find books in the library.
- Recently, Torquay students participated in the Daffodil Project. 180 bulbs were plants in and around the school. *Garden Works* supported this by giving 30% off gardening supplies. A big Thank You for their generous donation!

Town Hall/New Business:

- More details given about the *Sheepdog Self Protection Program*. It involves discussions for children around being home alone, walking safely to school, being "lost" and how to be found, sexual abuse, how to recognize a stranger, etc. A parent presentation is also included with this course.
- Lois mentions that the Police Liaison Officer come in to teach *Internet Safety* for grade 4/5.
- Breena would like to discuss the formation of a grade 5 committee. Tiffanie, Christina, Breena willing to help put one together.
- Funding for grade 5's is clarified. Tiffanie states that there are funds in the yearly budget. In the past, spirit wear hoodie profits have been used for grade 5 celebrations as well.
- Breena hopes there can be a bike ride, and pizza for celebrations.
- Teresa suggests a second Purdy's fundraiser around Easter, specifically to support grade 5's.
- Tiffanie suggests popcorn sales for fundraising. Shannon Mackenzie did popcorn in the past.
- Lois voices that organizing popcorn is the key. There are concerns at what time the popcorn is sold. End of the day sales was what worked well. All dependant of individual parents running them.
- Christina asks about \$800 in the budget being allocated for earthquake kits. What will it be used for?
- Inventory of Earthquake kiosk is complete and everything looked in order. The classroom backpack project was complete. Granola bars may need to be replaced. Sarah is to reach out to Vanessa for granola bar expiry dates.
- A question is asked about the possibility of re-sharing the Remembrance Day ceremony. Lois responds that it was open only in school due to student media restrictions.
- A question is asked about the "Stuff in the gym". Lois replies that alternate storage is being sought.
- Sarah and Lois say a final thanks to parents for their support.
- Teresa says thanks to everyone for joining the meeting.
- If you have any question or follow up. Please visit the PAC website: www.torquaypac.ca.

Meeting adjourned: at 8:29_pm by Teresa.