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Minutes for Wednesday, October 13, 2021

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

Attendance: no in-person attendance. Moderated by PAC executive members (Teresa Bubela, president, Danielle Parandeh, vice-president, Caren Morris, treasurer, Tuire Tammilehto, secretary, Stacey Fraser, communications) 20 members in attendance.

Call to Order at 7:05pm by Teresa.

Adoption of meeting agenda by Leo and seconded by Stacey.

Adoption of meeting minutes from previous PAC meeting. Moved by Caren and seconded by Danielle.

Opening Remarks: Teresa introduces the PAC Executive members. She welcomes new and returning Torquay families to the first PAC meeting of the new school year.

Standing Items

Communications Update

- Our PAC meetings will be in the Zoom format for the foreseeable future.
- All PAC's have been asked by the school district to continue to meet virtually.
- **NEW volunteers for 2021/2022:** Susanna and Amy are helping with the PAC website updates, Leo is managing the restocking of the emergency kiosk, and Devon will be coordinating parent education events. Kelly is taking on staff appreciation, in which she organized the delivery of flowers and baked goods to the staff on Friday October 8, just in time for Thanksgiving!
- A BIG thank you to all these parents for giving their time to help out! Keep up the great work.
- **COVID-19 Update:** There have been a few exposures in our classrooms in the past few weeks. It's not unusual based on what we are seeing in other schools around us.
- The Covid-19 parents group, "Covid Tracker" is a Facebook group followed by many parents, but we would like to first direct you to the Island Health website. It is our official source of up-to-date exposures.
- <https://www.islandhealth.ca/learn-about-health/covid-19/schools>

Financial Update

- **2020/21 Financial Summary:** there was \$2,700 in passive fundraiser income, such as Purdy's, Mabels Labels, Benjamin Moore Paints, Village Restaurant, Fairways's/Thrifty's cards etc.
- There was also \$16,800 in other income. Including the donation drive, fun lunches, and the gaming grant.
- Expenses were in part from the allocated budget, approved at the beginning of the 2020/21 school year .

- Expenses included Spirit Wear set-up, Parent Education, Planting Program, Hot Lunch Software, Emergency Kiosk restocking, Staff Appreciation, Missing Meal Support, Grade 5 Celebration, Class Program Delivery, and the Music Program.
- There was \$8,000 in surplus. As a non-profit organization we try not to have a surplus.
- Last year was an unusual year however, with new executive members and COVID-19 restrictions.
- 2020/21 Financial Summary adopted by Caren. Seconded by Teresa.
- **2021/2022 Budget:** We would like everyone to know how funds are allocated and to work with the executive on how it is spent.
- Caren explains the budget organization. We would like to continue to contribute to the aquarium, hot lunch software, fun day for the kids at year end, staff appreciation, staff retirement, grade 5 celebration, art/theatre performances, incidental expenses, technology fund/sport equipment, missed meal support, ELL/ learning support, class program delivery, library, music program, and the Christmas performance.
- We have a new expense towards video conference software (Zoom).
- VC PAC provided free Zoom accounts last year but unable to do so this year.
- It's important to note that as we work through the year, the budget can be adjusted, and funds can be reallocated as needed. If this is the case, it will be the membership as a collective that makes the decision.
***Vote taken at meeting end, 2021/22 Budget Approved.**
- **Emergency Kiosk Restocking (Leo Spalteholz):** Leo presents a brief powerpoint presentation on his plan for restocking the emergency kiosk.
- Leo's goal is to have a sustainable kiosk with minimal restocking/updating.
- For earthquakes, the important information to consider is how long it will take until children are picked up from the school. The statistics show that children will be picked up within a few hours after a disaster. Minimal children will remain into the night and over night. Everyone will be picked up within 36hrs.
- Best food is SOS bars. Best water is "Blue Can" , pop can water, which lasts 50 years before expiry.
- Other important supplies needed are radios, etc.
- Leo would like to get a quote from Total Prepare, which we could work with over 1-2years.
- Thereafter we would be complete for water and only 1/5 of food would need replacing yearly.
- This will be a very low maintenance emergency kit.
- It's encouraged for every family to have 72hrs worth of emergency supplies at home.
- **Fundraising Discussion:** A suggestion from Leo is to order 3-Day Survival Kits for our families.
- The cost is \$110 or \$165 for 2 or 4 person kits and would be available to Torquay families with a \$30-\$40 profit per kit to the PAC.
- Purdy's Fundraiser is being organized by Clare Randall this year. It will run in time for Christmas! Please look for order links in the next 2 weeks. If you are available to help sort orders, send an email to: communications@torquaypac.ca
- As you may be aware, Jordan Millar is a Torquay PAC member who is fighting cancer to stay with her family. She has two children currently at Torquay. Speaking in the context of fundraising, we would like to help!
- Two options are presented. We could:
 - allocate funds from a future fundraiser to this family.
 - donate previously raised funds to this family.
- There is also a Go Fund Me account open to help collect funds: <https://gofund.me/c183463>
***Vote taken at meeting end, \$500 donation approved.**

Event Update

- **PAC Donation Drive:** These funds are used for the "Class Program Delivery" which directly benefits our children's classrooms. If you have already made a donation, THANK YOU! If you would like to make a donate, you can still do so online at: <https://torquay.sd61.bc.ca/> or present a cheque/cash to *Torquay PAC*.

- **Spirit Wear (Julena Lovegrove):** Julena hopes to have sales open twice per year. Next one to come in November, so stay tuned. It will run alongside the Purdy's Fundraiser.
- There are many different colours and styles. Look for the website link in your weekly school communication email. *Please note: the size small is *very* small*
- **Fun Lunches (Tuire Tammilehto):** We are up and ready for orders! This year we are hosting Thrifty's Sushi, Opa Souvlaki, Subway, and Hothouse Pizza. Also look for pop-up Treat Days like Smoothie Day and Big Cookie Day!

Administration Report

Lois Bender, principal and Sarah Elford, vice-principal

- *Lois opens with a thank you to parents for their enthusiasm and commitment to our school!*
- *The staff enjoyed the food, flowers and kind words of support on Friday, October 8.. Much appreciated!*
- **Staffing updates:** *Lauren Wilson has returned a grade four temporary teacher, Bruno Welte Maiben will be assisting Ms. Elford and Nancy Trudeau is joining the office staff.*
- **COVID-19 Update:** *You have seen letters from the superintendent with multiple links and lots of information.*
- *In hopes of summarizing it all, The Management of Illness/Exposure Plan is the school's resource. It follows the Ministry of Education guidelines and outlines our management of COVID-19.*
- *What is a confirmed case of COVID-19?* *It is one that has been confirmed in a laboratory setting.*
- *What is a close contact?* *It is a period of time, 15mins or longer, where health and safety measures were not in place or not sufficient as determined by Island Health.*
- *What is a cluster?* *When there are 2 or more confirmed cases with a 24 hr period and transmission is suspected to be at the school level.*
- *When there is a confirmed, infectious case within the school the admin is contacted by Island Health. If a confirmed case was not infectious while at school the school will not be contacted.*
- *The role of the school admin is to have an interview with Island Health.*
- *We provide them with data/information, such as the class schedule, other teacher interactions, close friends of confirmed case, etc. This is all encompassed in a report to Island Health.*
- *They process it and decide on an action. The report is then returned back to us with instructions. Island Health contacts all individuals that need to self-isolate.*
- *What if a parent or staff member tells us of a positive case?* *The admin informs the district and waits for Island Health to contact us as needed.*
- *What if there is a rumour of a positive case at the school?* *The admin informs the district and waits for Island Health to contact us as needed.*
- *Please understand there is a high degree of confidentiality with all this.*
- ****General notices are not being sent by Island Health this year.****
- *Please see the Island Health website for dates of exposures.*
- *Thank you for doing the DAILY HEALTH CHECKS; Our parents have been fantastic with this! Link below:*
- <https://torquay.sd61.bc.ca/parent-info/health-safe-and-caring/daily-student-covid-health-check/>
- *As a remainder, the list of symptoms has been slightly revised:*
- *If you experience fever above 38 degrees C, chills, cough, loss of sense of taste/smell, shortness of breath: Stay home and get a COVID-19 test.*
- *If you experience sore throat, loss of appetite, headache, body aches, extreme fatigue, diarrhea, nausea/vomit: 1 symptom, stay home until you feel better. 2 or more symptoms, stay home for 24hrs and if symptoms persist after this period, get a COVID-19 test.*
- **Assemblies and Gatherings:** *Unfortunately we will continue to have our gatherings via Zoom.*
- *Events such as the "Halloween Howl" will not run this year.*
- *However, look for links to our Remembrance Day and Christmas Concert Assemblies!*

- *Field Trips are allowed this year!*
- *Volunteers are allowed to assist teachers for educational purposes!*
- **Terry Fox Run:** *Our school raised approximately \$1000 for cancer research and the children had a blast!*
- **Extra activities:** *I attended a cross-country met today. 51 kids participated in the run! Slowly but surely we will have more activities starting up. Currently we are also running Swim Club and Eco-Tigers.*
- *These are difficult times for everybody. We have varying degrees of anxiety and concern. It's our ability to stick together that will get us through another year.*
- *Our staff are doing their very best to follow the guidelines to keep your children safe and happy.*
- *Though the use of masks is limiting informal communication (It's challenging to read body language!), please connect with me regardless. No question is too small. We will find out the answer.*
- *The Concerns and Complaints process, along with the Code of Conduct was sent out to parents. Under regulation 115, for the resolution of concerns, **Please first speak to the person directly.** Next the process moves to mediated conflict resolution. Lastly the situation is addressed at the district level.*
- *Thank you everyone! Lets create the best year possible for our kids!*
- *Teresa thanks Lois and Sarah for taking time to attend the PAC meeting.*

Town Hall/New Business:

- **2021/2022 Budget Vote:** No opposition remarks. Waves of approval provided by membership.
- **Vote on Fundraising for Jordan Millar:** Clare Randall suggests donating Purdy's fundraiser revenue. Breena suggests \$500 of already raised funds to be donated.
- Majority of membership present would like to donate \$500 now.
- More discussion is needed for future fundraising for this family.

Next meeting: November 10, 2021.

Meeting adjourned: at 8:37 pm by Teresa.