**MINUTES**

**WHYTE RIDGE SCHOOL PARENT ADVISORY COUNCIL MEETING**

Wednesday, February 3, 2021

7:00 pm – 8:20 pm

**Present:** Ron Arnason, Shawna Coughtrey, Kim Slack, Anifat Olawoyin, Brian Noel, Kim Cotter, Joy Halliday, Mr. Geng, Xiaola Wang, Raymond Wu, Ayomide Solomon, Mohamed Einaem, Assani

**Ex-Officio:** Val Wood(Principal), Allison Ward (Vice-Principal)

1. **Welcome and Introductions**
2. **Approval of Minutes from December 2, 2020 meeting -** completed in advance via email and posted.
3. **Approval of Agenda -** carried
4. **Reports**
5. **Chair –Ron Arnason**
6. **Fundraising –** response to our January letter to the community will be reported by Kim in the Treasure’s report.
7. **PAC Positions –** several positions on PAC will be opening up for next year: Chair, Secretary, and Gardening Coordinator. Kim Slack confirmed she will stay on as Treasurer. Being involved in PAC (especially in non-pandemic times) provides opportunities to get to know the Principal and Vice-Principal, to find out what’s happening in the school, to support what’s happening, and to connect with other parents. Anyone interested or wishing for more information about the positions is advised to contact me. In the Fall (September, 2021) decisions will be made about these positions.
8. **Staff Appreciation –** is still planned for the end of May, 2021 but will look different this year. PAC is still able to host a luncheon for the staff, provided meals are individually packaged (versus buffet style). I will be exploring potential options to discuss at our April, 2021 meeting. Anyone who has ideas is encouraged to share them. Admin approached PAC to inquire about specifically recognizing the crossing guards and lunch supervisors this year with a gift (eg. gift cards). With the pandemic, they have taken on pivotal roles in looking after our children and keeping them safe. The school is unable to provide gift cards, as they would have to be claimed as income by the recipients. Admin will provide a list of people so that we can determine a budget. We will review and make a decision at the April meeting.
9. **Meetings –** recommended we have two more meetings this school year (April 7 and June 2).
10. **Administration – Val Wood & Allison Ward**
11. Tri-Conferences: February 8-12, 2021

• Virtually on Microsoft Teams

• Morning of February 8th and in the evening through the week

• Please contact your child’s teacher for an appointment

1. Upcoming Events:

I Love to Read

• Reading Bingo for fun activities to do at home

• We are asking families to post photos on Seesaw or on our Instagram since we can’t collect the hard copies of the calendars this year

• Theme week February 22-26 Virtual Kindergarten Open House: February 17

• A combination of live and recorded information will be shared via TEAMs.

• Pre-registration is required to enable us to send the invitations Festival du Voyageur

• Unable to do the usual assembly however we are having a French language virtual presentation for each of our classrooms Virtual Book Fair

• Scholastic Book Fair will be held in early March

• Parents order online and books shipped directly to families

• Small shipping cost for orders less than $40 Online Registration and Information Updates

• The division has worked with Permission Click to create an online registration form that allows families to submit without having to enter the school. All necessary documents can be uploaded to the system.

1. Remote Learning and Restricted Orange:

• Since January 4, we have been able to assign 4 dedicated remote learning teachers and divide our Restricted Orange learners into grade level groupings. We know this has been challenging for our families who chose Restricted Orange in November/December

1. Staffing:

Short Term re-deployment of divisional staff continues

• Ginny Helmer ~ Divisional Music Consultant

• Tracy Forbes ~ Divisional Learning Support Teacher

1. Staff members on leave:

• Liz Kristjanson

• Maureen Martin

• Debra Morrissey

1. Welcome new staff members

• Melissa Neufeld

• Janice Bortoluzzi

• Rajneet Gill

Valentine’s Day

* Each teacher will decide what is planned in the classroom, working within the safety requirements of the pandemic
* An announcement by public health about Valentine’s Day is expected (and could be at the last minute) which could change these plans
* Parents advised to plan accordingly, with the understanding plans could change with little notice.
1. **Treasurer – Kim Slack**

Because of the pandemic and no changes to report, has not provided a formal report to PAC since last Spring, 2020.

Two cheques have been provided to the school this week from PAC ($30, 000 for the Happy Hill Project and $375 for the library).

Remaining balance is $5699.39

A good response was noted, thus far, from January’s fundraising letter (33% for a total of $4925). We commented on the generosity of the school community. Nicole in the office has been fabulous in helping to account for this money for Kim.

Typically at the end of each year, PAC leaves an approximate $2000 float for the following year.

We have ample funds to donate back into the school this year. We had previously planned to support landscaping efforts at the back of the school. However, the Admin has been advised not to make any plans for the space for the time being. The school community is growing, and this space may be needed for additional classrooms. The possibility of donating extra money to the classroom teachers (to top up the $200 we provided to each earlier in the year) was suggested by Shawna (eg. $50 each). Val mentioned that the money donated so far has gone to the basic supplies this year (versus wish list items by the teachers). With the pandemic there are certain supplies that the teachers are burning through. Any extra money would therefore be helpful. Another wish list item was iPads. There is no longer a computer lab – students are using iPads (20 currently). Additional iPads would be helpful.

It was agreed that we would review the cost estimations at April’s meeting and decide where to disseminate the additional funds at that point (eg. gift cards, additional funds for classroom teachers, iPads).

1. **Fun Lunch Coordinator – Corley Magnusson**

No report

1. **Gardening Coordinator – Shawna Coughtrey**

Spring clean up will be planned. A call for volunteers will be requested.

**6. Round Table**

Clarification was requested regarding pick up locations at the end of the school day, considering the traffic congestion around the school. Admin advised that the flow has improved since the earlier months. The school has consulted with resource and traffic officers about the issues, but is not responsible for policing these types of problems. Staff, however, continue to work hard to direct the flow where there are able. Joy mentioned Columbia tends to be a less stressful zone for pick ups. Parking and walking to the school is also a good option.

**MOTION: THAT the meeting adjourns. CARRIED**

**Meeting adjourned at 8:20 pm**

**Next meeting:** April 7, 2021 at 7 pm via TEAMS