



## Meeting Minutes

Date: Wednesday October 14, 2020

Location: Online Zoom Meeting

Time: 6:30pm

Attendees: Cheryl Edge, Toshi Carleton, Tegan Vandenboer, Jennifer Graham, Merrilee Watts, Jodie Rowe, Tyla Langdon, Siobian Smith, Stephanie Davis, Amber Davis, Shelley Perry, Laura Leroy, Megan Simpson, Laura Neilson, Tera Nelson, Cheri Richards, and Cyrus Huang.

### 1. Welcome/Call to order at 6:30pm.

- Introduction of Executive PAC and attendees.

### 2. Approval of Agenda

Approved: Jodie Seconded: Merrilee

### 3. Minutes from Meeting

Approved: Tyla Seconded: Jennifer

### 4. Principal's Report – Toshi (on behalf of Cheryl)

- Spirit Wear: Staff is promoting and online ordering is now available until October 16<sup>th</sup> via [www.ladner.hotlunches.net](http://www.ladner.hotlunches.net)
- A grant was received for the music wall and the chain link fence is now up.
  - we are looking to install rust-free percussion items.
  - the grade 7's in Division 1 are planning a business proposal for this project (this has been made part of their curriculum).
- LE has hired a new Adult Crossing Guard – we welcome Linda Barrett, who is also a noon hour supervisor at LE.
- Had a successful Terry Fox Run on Sept. 24. The event started with a school assembly via Zoom and then classes completed the Terry Fox Run via cohorts.
  - LE raised just over \$1500 through online donations.
- Cheryl/Toshi are looking into hosting a monthly school run.
  - October: Monster Dash
  - December: Jingle Run
- Bike to School Week was a hit from Sept. 27 to Oct. 2 with over 400 staff and student participants!
- Orange Shirt Day was on Sept. 30
- Fire Drill was on Oct. 6.
- October 15 at 10am: Shake Out BC Earthquake Drill (indoor practice only, no outside exit).
- October 16: Created By Kids artwork/order form goes home and orders due October 27.
- October 19 to November 2: Virtual Book Fair

- check our PAC Facebook page (Ladner Elementary PAC) for a direct link to this event.
- OR copy and paste the following web address:  
<https://virtualbookfairs.scholastic.ca/pages/5148951?fbclid=IwAR28NdXb08DqJS86n3WzNVLDaQKTjB8PzD27zHUHG300c0Jt8criBBbOh60>
- October 21 and 22: Early Dismissal at 1:50pm for Parent/Teacher conferences online via zoom.
  - Teachers will send parents a zoom link via email.
- October 23: Pro-D Day (no school).
- October 28: Individual Photo Day.

## 5. President's Report – Tegan

- The gaming grant has arrived but with new guidelines on how the funds can be spent. The Executive PAC will need to meet for another budget meeting as this will affect our planned and allocated expenses/revenues/profits.
  - Motion: The Executive PAC would like to present the 2020/2021 budget at the November 2020 PAC meeting. All in favor / 0 opposed.
- *Question for Cheryl from Tegan: What is the amount required for the at-school Pumpkin Patch Field Trip for the K's and grade 1's, as well as the details of this?* Cheryl advised she is awaiting to hear back from Emma Lea Farms with a quote as the plan is that they will be providing and delivering pumpkins to the school. Admin didn't want our K's and grade 1's to miss out on the annual pumpkin patch field trip due to Covid so this would be a fantastic opportunity!

### Current/Up-coming Fundraising

- Neufeld Farms
- Purdy's Chocolates
- Winter Plant Fundraiser
- Create By Kids
- Bottle Drive
- COBBS (when you make a purchase at the Ladner COBBS, mention **"raising dough for Ladner Elementary"**, and our school will receive back a portion of the sale)
- Please email the PAC at [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) if you have any fundraising ideas or if you are available to help out!
- *Question from parent to Cheryl/Toshi: As per discussion with their child, feces were found on school grounds last week. What was done regarding this?* Cheryl and Toshi were made aware of this incident and they reported this to the district.
- *Question from parents to Cheryl/Toshi: What was the reason for a lockdown last week at Ladner Elementary? Parents were receiving various stories from their children as to what happened, and this created a level of concern that parents were not notified of this incident. This incident was also very scary, and some students may have found it traumatic. Parents would like better communication in the future if this were to happen again.* As per Toshi, Sacred Heart did have a code yellow (lockdown); however, Ladner Elementary did not. The incidents were unrelated (although they happened near the same time by coincidence). A student at LE was

in the hall, escalated and needed to calm down. Teachers were asked to close their doors while the incident occurred.

- If a code yellow (lockdown) does occur at the school, parents will be notified.
- As per Cheryl, Teachers did have a debrief with Admin after the incident occurred; however, there will be a second conversation with staff in regards to what appropriate language should be used for future occurrences in order to avoid any confusion or mis-interpretation by the students.
- *Comment from Cheryl: Admin has been working hard on Health & Safety by creating play zones during recess and lunch. Teachers however are noticing that once the end of day bell goes at 2:50pm, families and students remain on the school grounds to hang out, with lack of social distancing. The Teachers and Admin would like to kindly ask that families and students head home after school, or if they would like to stay, to please use caution and practice social distancing. Ideas are to use the fields to have more space to get together if needed.*
  - contact tracing can only happen until 3pm.
  - *Parent suggestion: can we place notices/signage around the exterior perimeter of the school to remind parents/caregivers/students of after-school expectations?* Cheryl/Toshi will look into some signage and the PAC will post reminder on social media.

### **Hot Lunch – Tegan**

- Due to Covid, Hot Lunch cannot be offered at this time. Once the district provides clearance, Hot Lunch will resume.
- Spirit Wear online ordering is up and running on [www.ladner.hotlunches.net](http://www.ladner.hotlunches.net) and orders can be placed until October 16, 2020.
  - the more orders that the school puts in, the printing costs become less.
  - so far, 31 orders have been put in with over \$1700 in sales!
  - staff are also ordering Spirit Wear online.

### **6. Budget Review / Treasurer's Report – Merrilee**

- As of October 8<sup>th</sup>, a revenue of \$4,412.80 has been made with expenses of \$27, for a profit of \$4,385.80 for our Bottle Drive Fundraiser (to be put towards the Playground Project).
- Growing Smiles Fall Plant Fundraiser made a profit of \$591.73 (to be put towards the Playground Project).
- We received \$9,520 from the Gaming Grant.
  - 70% of this grant would normally go towards field trips but due to Covid, this percentage needs to be re-evaluated at the next budget meeting.
  - The gaming grant funds also came with new regulations for grant spending.
- BMO has our PAC info to make the switch from banking with CIBC. CIBC was unable to match the provided offers from BMO, but CIBC did provide us with online banking info so that we no longer require paper statements (this helps to save \$\$)
- 2019/2020 Hot Lunch Credits - *Question from Merrilee: How do we show the remaining*

credit of \$2,681.15? Jennifer advised that parents can use their credit towards Hot Lunch site purchases (for fundraisers on the Hot Lunch site); and this money must be noted as a credit/negative line item on the total. This should also be put under 2020/2021 expenditures.

- All fees are a line item in the budget.
- Executive PAC to hold a 2<sup>nd</sup> budget meeting to adjust and re-allocate gaming grant funds.
- Bambara statements have not been received due to no Hot Lunch profits since Covid started; however, a September statement should be coming through.

## **7. Committee Updates**

### **Playground Committee: Tyla**

- Tyla met with Admin as well as Darren and Laura to discuss the revisions.
  - Laura was very informative with legalities of Canadian Playground Standards.
  - good news is we can keep our current structures (and add on new elements).
  - unfortunately, every 2<sup>nd</sup> swing will need to be removed (at no cost to us) due to new playground standards.
- Big ticket items (new elements) are zip line, play mound with slides, spider-web play apparatus, natural play area for the primary grades (logs and a rain garden).
- Drainage: this has been a huge problem for our school and Darren Duff is looking into this as it should not be at a cost to the PAC.
- Tyla is awaiting notes from Darren to give to the architect and hoping to have the revised plans by end of December 2020.
- Cheryl would like to give Tyla an enormous Thank You for heading this massive project. We really appreciate the hard work and effort that Tyla continues to pour into this project to make it happen. Thank You Tyla!
- *Question from Tyla to Cheryl: has there been any word on the extra provincial and federal funding?* Cheryl advised; no further info has been given at this time.
  - *Question from parent: are students being given masks by the school/district?* Toshi advised that all kids in grade 6 and 7 were given a mask. Teachers do have masks for their classrooms if a student is to request one.
  - any students going to the first aid room require a mask and are given one if needed.
- *Question from parent: Are there any playground grants we can try to apply for?* Tyla has been able to apply for what we can as some grants require finalized plans, which we are still working on getting. Applying for grants is time consuming but do-able. The Playground Committee desperately needs more volunteers to help with grants and other areas of getting this project off the ground and running. Please email [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) if you are able to help with the Playground Redesign Project.
  - Parent Tera Nelson advised that she would like to join the committee and help with the playground project. Thank you and welcome Tera!

### **Food Sharing Program – Siobian**

- This program is used for kids who do not have a lunch or who do not have enough lunch.
- Families are now able to sign-up online to provide non-perishable food items once every two weeks for this program. So far 10 out of 19 spots have been filled – more families are needed to fill all the slots.

- *Siobian has requested if Cheryl can add this to the monthly newsletter.*

#### Garden Committee: Tegan on behalf of Kerry

- Ms. Bennett and Mme. Hains class have planted bulbs in the garden.

\*Cheryl and Toshi left the meeting at this time \*

#### CPF: Jodie

- CPF = Canadian Parents for French and info can be found at [www.cpf.ca](http://www.cpf.ca)
- CPF BC and Yukon had a general meeting to discuss how they can adapt to the new "Covid" world.
- No further meetings have been held.
- The CPF is needing more parents to voice their concerns to get more programming and resources. Please reach out to the CPF directly using the website noted above to voice your concerns and opinions – every voice matters!

#### DPAC: Stephanie

- AGM is on November 16 at 7pm via online (link will be provided to LE families in advance from the PAC) and DPAC will be looking for a new Chairperson.
- Online Townhall Meeting Q&A with Doug Sheppard: October 14, 2020 at 7pm – Stephanie will provide the PAC with news/updates after the meeting.
- *Question from parent: did the online open house happen as parents (including myself) were unable to get on? Stephanie was able to join the meeting but did note that the district had technical issues. Usually parents/caregivers would need to pre-register in advance; however, due to tech issues they opened the meeting for all. Sometimes after 15 minutes, new attendees are unable to join the meetings due to system restrictions.*

### **8. Old/New Business**

- Executive PAC Budget Meeting: TBD after PAC meeting by the Executive PAC.
- *Request from parent Megan Simpson: After speaking to some fellow LE moms, they have come up with the idea to honor our Teachers with a weekly Friday celebration at 2:50pm (last bell). The idea is that parents/caregivers will clap, cheer, and hold signs/make noise to thank the Teachers for all their hard work during these unprecedented times. Megan would like the PAC's help to get the word out via Social Media and perhaps have a PAC rep on site to start the celebration. The PAC would love to stand behind this idea. It was determined that Friday October 30<sup>th</sup> would be the best date to start this celebration (due to Friday October 23<sup>rd</sup> being a Pro-D day). Members of the Exec PAC (Tegan and Amber) can make some signage and spread the word via FB and Instagram. Tegan will be at the school to get the celebrations started on Friday October 30<sup>th</sup> at 2:50pm.*
- Jennifer to look on how to add more Exec PAC members to have access to the Ladner Elementary PAC Instagram page.
- Tyla will start a Halloween Giveaway on Facebook to get more followers on the Ladner

Elementary PAC Facebook page.

- Amber will hold a giveaway end of November/ early December.

- Laura Leroy is currently working on the Discount Shopping Card and getting in touch with local vendors.
  - suggested to send vendors a letter of contract to ensure agreed upon offers are given.
  - Jennifer will create this contract via Google Forms that Laura can send to vendors to sign.
  - hoping to have this discount card fundraiser up and running for our Virtual Holiday Market
- Chopped Leaf will be providing the PAC with 515 \$2 off coupons for November till June 2021. The PAC will make \$0.75 off every redeemed coupon at Chopped Leaf Ladner and Tsawwassen locations.
- There will be a November PAC meeting but no PAC meeting in December. 2021 PAC meeting dates will be scheduled as we proceed through the school year due to the uncertainty with Covid.

Meeting Adjourned at 7:55pm.

**Next PAC Meeting: Wednesday November 18, 2020 @ 6:30pm  
online via Zoom.**