



## Minutes of Panorama Heights Elementary School PAC Meeting

September 28, 2020

**Chairperson:** Shilpi Mehrotra & Shahnaaz Balsara

**Secretary:** Colby Anderson

Meeting conducted via Zoom

Meeting called to order at 7:18 by Shilpi

### Introductions and Housekeeping

- Timekeeper designated - Colby
- Round table introductions – Shilpi welcomed everyone to the meeting and the PAC committee introduced themselves
- Next meeting is set for October 19<sup>th</sup>, 2020
- Minutes from previous meeting are at the on the PAC website ([panoramaheightspac.ca](http://panoramaheightspac.ca))

### Chair Report

- No report at this time

### Positions

- Core executive positions for the 2020/2021 school year:
  - President/chair: Shilpi Mehrotra and Shahnaaz Balsara
  - Secretary: Colby Anderson
  - Treasurer: Ying (Fiona) He
  - DPAC: Natalie Wang
- Other PAC positions for the 2020/2021 school year:
  - Website & communications: Macy Azimi
  - Fundraising – Winnie Li (previously did Movie Nights), Adeline Song (previously did Treat Days), Lynn Li (previously did Hot Lunch)
- Grade 5 committee – Kelsey Jones
- Class Liaison – Kelsey Jones
- Traffic – no current PAC representative
- Parent education – no current PAC representative

- SEP – no current PAC representative
- CPF – Stephanie Kehle
- Walking school bus – previously run by Bonnie Chung, however this will not be able to be run this Fall
- Any parent that would like to join a PAC committee, take on a role, or become involved in any way in PAC for the 2020/2021 is very welcome and asked to email [chair@panoramaheightspac.ca](mailto:chair@panoramaheightspac.ca) for more information

## **School Report – Mr. Muxworthy**

### General notes on school start

- Current enrolment is at approximately 415 students, with 85% of those students attending full time and 15% doing the gradual transition model
- The safety protocols from the district have been successfully implemented thus far, with staff, students, and parents showing a willingness to adapt and adhere to the protocols
- While the school start up has been quite different this year, the school staff have taken a steady, consistent approach and planning is required to be on a week-by-week basis rather than looking too far ahead
- Due to the protocols from the district, including the school soft start and end, staggered lunch breaks, hand washing procedures, etc., at this point teaching time is significantly less than usual
- The soft start and ending was initiated with the goal of trying to control the number of people and congestion at the school start and end times
- A staggered start is only able to be done to a maximum of 15 minutes later, which would be challenging for many families given the wide range of areas that families are often driving to school from
- The current soft start and end time may be fine-tuned to 20 minutes rather than 30 minutes over the next few weeks
- Recess and lunch breaks are staggered, with half of the school out at one time
- The students are then further divided across 4 designated “play zones”, which are rotated weekly
- The Fraser Health website currently has an area where school exposures are reported <https://www.fraserhealth.ca/health-topics-a-to-z/coronavirus/school-notifications#.X3TBx5NKjdQ>
- If there were to be an exposure at Panorama, Fraser Health will be responsible for decisions about who to contact and what to do, and this is determined on a case-by-case basis

### School renovations

- The renovations to the school began in late July/early August and are currently on schedule
- They are projected to take a minimum of one year, though may take longer

### PAC programs

- Due to the health and safety restrictions in place at schools, PAC programs will

be significantly affected

- Any programs within the school that require parent volunteers, gatherings, and/or food/materials distribution will not be able to be run (e.g. hot lunch, treat days, movie nights)
- Parents are currently not permitted in the school except for essential purposes, and must follow all protocols (e.g. sign in/out with all contact information), be oriented in on-site safety protocols, wear a mask) therefore parent volunteering will be extremely limited, if at all
- This will affect the PAC's ability to fundraise and run special events, however many areas that PAC spends funds (e.g. field trips, assembly performances, special guests, walking school bus, etc.) are not able to be done this year
- The school staff are currently generating ideas for equipment and activities that follow the health and safety protocols and can send their ideas/lists to PAC

#### School initiatives

- The Terry Fox run will be this Wednesday, September 30<sup>th</sup>
- Students will be running around the lower field in their individual learning groups, with each class scheduled to run at a certain time
- The school has a collective goal to reach 1000 laps and to raise money for the Terry Fox Foundation with students being encouraged to all bring in a "Toonie for Terry"
- Theme days for the students are being planned by the school staff, and will be announced in the next few weeks
- This year's school Action Plan for Learning goal is around numeracy – how to plan numeracy activities in the classroom to expand knowledge around this, bring in activities to promote best practice for numeracy teaching, etc.
- More information around this goal and how it is being targeted will be communicated throughout the school year

#### New Business

##### Fundraising for this school year

- The idea of the one-time donation rather than the various fundraising efforts was discussed
- This was done for the last two school years, with success
- If this is able to be done through School Cash Online, this then allows for a tax receipt to be issued for a minimum donation amount
- Fiona and Shilpi will meet with Lisa in the next few weeks to see if this might be an option this year as well
- Any fundraising ideas that comply with the Covid-19 safety protocols are welcome – please email [chair@panoramaheightspac.ca](mailto:chair@panoramaheightspac.ca)
- Restrictions include no items that are required to be distributed to individual students across classrooms, no food distributions, and no parent volunteers within the school
- Fundraisers where items are able to be delivered directly to the person's home may be possible

## Committee reports

- Fundraising – See notes above
- Website & Communication Coordinator – No updates
- Emergency preparedness – These may need to be replenished; Mr. Muxworthy can update PAC on the status of the packs
- Grade 5 committee – Kelsey has begun the process of ordering the hoodies. The information about logos was sent to Grade 5 teachers, who will be doing in-class votes for logos and getting signatures. The sizing will be online this year and parents will be responsible for picking sizes out for their kids. Once orders are in, the company organizes them into classes and a box will go to each class.
- DPAC – No report
- Class liaison – No report
- SEP – This is not able to happen at this point
- Parent education – As we are unable to bring speakers into the school at this point, creative ideas for parent education (e.g. online speakers) can be discussed in future meetings
- CPF – No report

## Treasurer's report

- Budget items were reviewed, and any questions about any specific budget items or expenditures can be sent to Fiona at [treasurer@panoramaheightspac.ca](mailto:treasurer@panoramaheightspac.ca)
- Treat days, Terry Fox run treats, and any other items related to food or field trips can be removed from the budget at this point
- The distinction between the Teacher Enrichment Fund and the Teacher Incentive Fund was discussed, with the former being money from the Gaming Grant with specific parameters of how it is spent such as to offset the cost of fieldtrips and presentations to enhance the curriculum for individual teachers, and the latter being from the PAC General Account to help teachers cover materials for their class for students such as stickers, treats, etc.
- The PAC has not yet received the Gaming Grant for this school year, though the application was completed
- The Grade 5 trip expenses will remain in the budget, and it was recommended that the trip be booked and then if it is cancelled later this money can be used to pay for the Grade 5 yearbooks and gift, as was done last year
- The Kindergarten students received their Panorama t-shirts
- School performances will remain in the budget for now, as performers may be offering other options for presentation, such as virtual concerts
- PAC funds are required to be spent within 36 months of being raised/provided (in the case of Gaming Grants) or they are lost, with varying deadlines across upcoming years

Date of next meeting is set for: **October 19<sup>th</sup>, 2020 at 7:15pm.**

**Meeting adjourned at 8:37pm**