

# Chief Maquinna Elementary School - Parent Advisory Council – Minutes

Tuesday, April 7, 2020 -- 6:00-7:00pm – Virtual Meeting

## 1. STANDING ITEMS

- 1.1 Call to order
- 1.2 Agenda – motion to accept agenda by Ana, seconded by Scott – unanimous approval
- 1.3 Minutes – Mar 10<sup>th</sup> PAC minutes - motion to accept minutes by Ana, seconded by Tina - unanimous approval
- 1.4 Attendance – 15 present
  - Bruce (Principal), Ana (Chair), Rosa (Secretary), Gary (Treasurer), Scott (Member-at-large), Alex, Melanie, Sophie, Tina, Valle, Christine, Jennie, Dora (Librarian), Raja (teacher), Heather (counsellor)

## 2. PRINCIPAL'S REPORT (Bruce)

- 2.1 Teachers are starting to connect with families.
- 2.2 Focus on online education for next week.
- 2.3 Online etiquette will be sent out students.

## 3. OFFICER'S REPORTS

### 2.1 Chair (Ana)

- hot lunch – for those who do not require a refund, pizza will be provided to all students who have paid for pizza when school re-opens (even if it is next school year)
- motion made to allow online banking in order to provide hot lunch refunds to those who wish for it, while maintaining social distancing
  - confirm with Vancity to ensure if there are 2 layers of authentication (password and token?)
  - fraud prevention – 2 sign feature offered at Vancity for double signer accounts
  - Gary and Ana to contact Vancity to set up – feature needs to be in place before it can be offered to parents who would like a refund for the April hot lunch orders that have been paid
    - motion made by Ana and seconded by Valle to allow online banking access with the 2 to sign security feature to make it a double signed transaction, with the initiator to be Ana (Chair) and the approver to be Gary (Treasurer)
    - unanimous approval – motion passed

### 2.2 Treasurer (Gary)

#### TREASURER'S REPORT

(April 07, 2020)

#### **Main Account Balance (current):**

CHEQUING: \$10,018.58

SAVINGS: \$10,178.11

#### **Gaming Account Balance (current):**

CHEQUING: \$11.49

SAVINGS: \$17.11

❖ The total amount of the Main Chequing account includes the latest hot lunches that were collected and deposited into the account on March 11<sup>th</sup>.

## 4. FUTURE PAC MEETING

- Tuesday, May 12, 2020 - 6:00pm-7:00pm - virtual meeting
- Tuesday, June 9, 2020 - 6:00pm-7:00pm - AGM – virtual meeting - elect PAC Executives

## 5. MEETING ADJOURNED

- 6:40pm