

SEXSMITH PAC • ANNUAL GENERAL MEETING

May 7, 2020 • 6:30 – 7:40 pm
Online Zoom Meeting

EXECUTIVE

Chairperson:	Christina Brown	Treasurer:	Angela Wong
Vice-Chairperson:	Deljit Beesla	Secretary:	Jacqui Crawford

APPOINTED

Hot Lunch Coordinator: Christina Brown
Hot Lunch Coordinator: Eva Jung

GUEST

Joel Levine, Principal

MEETING MINUTES

Meeting called to order at 6: 30 pm.

1. Determine quorum - 17 members present
2. Welcome and acknowledgement
 - 2.1. Voting eligibility reminder
 - 2.3. Online meeting procedures
3. Introductions
4. Approval of Agenda (no objections)
5. Approval of Minutes (moved by Brian Wynhoven, seconded by Cheryl Todd – unanimous approval)
 - 5.1. March 5, 2020
6. Treasurer's Report (financial figures appended to the minutes)
 - 6.1. Our current funds available is \$38,406.25
 - 6.2. Committed PAC funds total \$3,557.66
 - 6.2.1. Coding equipment funds, \$1,257.66 – to be fully paid out shortly
 - 6.2.2. Unused transportation subsidy, \$1,806.90 – Mr. Levine to transfer unused funds back to PAC

- 6.2.3. Graduation ceremony funds, \$1,700 – held until they can hold a ceremony
 - 6.2.4. I-Ride, \$600 – remains unpaid
 - 6.3. 2020/2021 Gaming Grant funds – PAC has applied for this.
 - 6.4. 2019/2020 Gaming Grant Funds – \$8,086.76 unused, 2 years left to use.
 - 6.5. Restricted funds – Hot Lunch Term 3, carried forward to September 2020; refunds issued to students not returning to Sexsmith next year (grads and school transfers).
 - 6.6. No further questions, Treasurers Report has been filed as submitted.
7. The Hot Lunch Coordinator’s Report
- 7.1. Term 2 Hot Lunch funds raised target of \$6,700 was met.
 - 7.2. Term 3 Hot Lunch was not able to go ahead, school closed (Covid-19 pandemic); Refunded approximately \$2,000 to students not returning to Sexsmith; Retained approximately \$12,000 as a credit toward next year’s Hot Lunch.
 - 7.3. Term 3 Hot Lunch product purchased prior to the school closure totaled \$500, can be safely stored and used in the 2020/2021 school year.
 - 7.4. Hot lunch raised \$5,800 in Term 1 and \$6,700 in Term 2. Total funds raised for the year are \$12,500.
 - 7.5. Going forward, primary concern will be the safety of volunteers, staff and students
 - 7.5.1. Looking into moving to online ordering (vs. cash/cheques)
 - 7.5.2. Joel Levine suggested methods to safely deliver meals to students
 - 7.6. Chocolate sales and Hot Lunch raised about \$17,000 in the current year (normally year raise between \$21,000 and \$22,000);
 - 7.7. No further question, Hot Lunch Report filed as presented.
8. Nomination and Election of the Executive Committee
- 8.1. Voting process explained via Zoom
 - 8.1.1. Nomination of candidates for positions
 - 8.1.2. Voting process by Zoom polling. Nominated candidate needs more than 50% of the votes. Results of the vote shown to PAC during meeting. Zoom records of votes kept and retained. No objections raised by PAC on voting process.
 - 8.2. Chairperson
 - 8.2.1. Christina Brown (nominated by Roy Lee), sole nominee
 - 8.2.2. Results of the voting poll were shown, PAC was unanimous and Christina Brown was voted in as the Chairperson.
 - 8.3. Vice Chairperson
 - 8.3.1. Deljit Beesla (nominated by Angela Wong), sole nominee
 - 8.3.2. Results of the voting poll were shown, PAC was unanimous and Deljit Beesla was voted in as the Vice Chairperson.
 - 8.4. Treasurer

- 8.4.1. Angela Wong (nominated by Jacquie Crawford), sole nominee
- 8.4.2. Results of the voting pool were shown, PAC was unanimous and Angela Wong was voted in as the Treasurer.
- 8.5. Secretary
 - 8.5.1. Jacqui Crawford (nominated by Michael Stockdale), sole nominee.
 - 8.5.2. Results of the voting poll were shown, PAC was unanimous and Jacquie Crawford was voted in as the Secretary.
- 8.6. Fundraiser
 - 8.6.1. Penny Wong (nominated by Deljit Beesla), sole nominee.
 - 8.6.2. Results of the voting poll were shown, PAC was unanimous and Penny Wong was voted in as the Fundraiser.
- 8.7. Appointment of Hot Lunch Coordinator
 - 8.7.1. PAC appointed Eva Jung and Christina Brown as Hot Lunch Coordinators for the 2020/2021 school year, both accepted the appointment.
- 9. New Business
 - 9.1. Return-It Funds - approximately \$362
 - 8.1.1. Motion put forth by Cheryl Todd (Seconded by Lucia Rivera) to give the funds school's library (Ms. Greg) to purchase books.
 - 8.1.2. Library planning to run a Scholastics book fare fundraiser; however, not able to go ahead due to Covid-19 school closure.
 - 8.1.3. The motion was voted on and passed unanimously by the PAC.
 - 9.2. School Specialized Toy and Equipment request - \$1,000
 - 8.2.1. Motion put forth by Penny Wong (seconded by Lucia Rivera) for the PAC to give \$1,000 to the school for the purchase of specialized toys and equipment for kindergarten classes.
 - 8.2.2. The motion was voted on and passed unanimously by the PAC.
 - 9.3. Mr. Levine advised PAC that staff would like to add another Macbook Cart (30 Macbooks and a cart), cost approximately \$40,000, to the PAC's fiscal planning goals.
- 10. Guest - Joel Levine, Principal
 - On-line learning will continue for the foreseeable future
 - The return to school will likely be June 1st
 - Students and Staff should not come to school if they are sick
 - Lunches maybe eaten in classrooms for the intermediate children and primary kids can eat in the lunchroom spaced out
 - Meetings continue with the VSB to address return to school, in consultation with the government guidelines and we will be working on it as a school and a district.
 - Enrolment for 2020/2021 school year is 414 students (prior year was 389 students).

- School adding another classroom, brings total # divisions to 18; Preschool will be retained, will consider other spaces for the 18th class. Sensory room next to the library may be moved upstairs and that space used as a classroom for an intermediate class. Considering the lunch room as a space that can be used for more physical activities (trampoline).
- QUESTIONS:
 - Will there be Summer school? Summer classes have been cancelled. Organization of summer classes would have had to happen already, and they have not received the information to do this. Summer classes for Grades 11 and 12 will be available, but will be mainly online.
 - Will the school use temperature guns or masks? What guidance has the government provided to specifically safe guard the kids? No specific guidelines yet, document available and information should be communicated within the next couple of weeks; Kids of essential workers and special needs students are in schools currently. They have a bunch of processes in place, one of them is checking the kids as they enter the school. The kids are not wearing masks. Rooms are currently being given an intense whole day clean on every surface, floors, carpets and desks. There will be daily cleaning of high touch areas and children will be washing hands frequently. The kids will do their learning outside, weather permitting. There will be no assemblies or big group gatherings.
 - Will there be hand sanitizer stations? Yes, but main focus is on washing hands.
 - When can the kids get their belongings which were left in the classroom? Student's returning to school can grab their belongings at that time. Student's not returning to school will make arrangements with their teacher.
 - What protocols have you been given if someone becomes ill? Adults/staff – they will leave the building. Students – designated area they can isolate before they are picked up. We are still figuring out the process to follow if a child were sick. More information will be communicated once it becomes available.

11. First PAC General Meeting, Wednesday September 16th at 6:30pm.

12. Meeting adjourned at 7:41pm.

Note: The above meeting was held while B.C. was in State of Emergency. Under the Emergency Program Act, Ministerial Order No. M116 ("the order") was in effect at the time the meeting was held. The order allows electronic attendance and electronic voting at the virtual meeting irrespective of any provisions under the PAC's corporate enactment.

PAC Secretary: Jacqueline Crawford: _____

Treasurer's Report

Our funds currently available balance is \$38,406.25, broken down as follows:

PAC General account	\$30,313.38
PAC Gaming account	8,086.76
Membership shares	<u>6.11</u>
Total	<u>\$38,406.25</u>

Amounts listed above are net of any outstanding hot lunch expenses and previously committed PAC funds.

Committed PAC Funds

I Ride	\$ 600.00
Remaining coding equipment	1,257.66
Graduation ceremony	<u>1,700.00</u>
Remaining committed PAC funds	<u>\$ 3,557.66</u>

Restricted Funds

Term 3 hot lunch funds collected	\$ 14,150.85
Less: disbursements to students not returning	<u>(2,000.60)</u>
Total Term 3 hot lunch funds remaining	<u>\$ 12,150.25</u>

Please note that the \$12,150.25 is included in the PAC General Account figure above (\$30,313.38).