

Porter Street Elementary PAC

Meeting Minutes for March 10, 2021

We acknowledge that we live, work, and play on the occupied, unceded, and traditional territory of the kʷikʷəłəm (Kwkwetlem), Katzie, Stó:lō (Sto:lo), xʷməθkʷəy̓əm (Musqueam), sel̓ilwítulh (Tseil Waututh), Quayquit (Kay-Kite), and sk̓wxwú7mesh (Squamish) Coast Salish peoples.

Location: ZOOM MEETING

Attendees (12)

Ashif Jiwa Principal, Nicole Marcelin PAC Chair, Tanja - PAC Treasurer, Jenn Faccin PAC Secretary, Joanne Elsdon DPAC Rep, Elishiba Muturi - DPAC Rep, Vivi Tsahsirir - Fundraising Coordinator, Bobby Kataria, HN, Karen, Olans, Steve Janes

Quorum is met

Introduction

1.0 Commence meeting: Nicole called the meeting to order at 7:06pm.

- a. Indigenous land acknowledgement.
- b. Introductions of executive members and new Fundraising Coordinator Vivi Tsahsirir.

2.0 Adopt previous minutes – January 19, 2021

- a. Joanne motions to adopt previous minutes, Tanja seconded. Previous minutes are adopted.

3.0 Additions to agenda

- a. Grade 5 Leaving ceremony and yearbook questions about procedures considering ongoing COVID concerns.

Business Arising (7:10pm)

4.0 Principal's Report

- a. **Spring Break:** Upcoming break March 22 – April 6. Report cards will be coming home ahead of the break.
- b. **Office Secretary:** The secretary position vacated by Ms Sather has been filled and Hilary Chisholm will be starting on Monday. It's a busy time of the year as we're working on the start-up for the coming school year so there will be a steep learning curve.
- c. **Day of Observance for COVID-19:** The flag will be flown at half-mast on March 11 to mark a Day of Observance for COVID-19 and to honour the British Columbians that have lost their lives.
- d. **Kwkwetlem First Nation Flag:** We received the gift of a flag from the Kwkwetlem First Nation. There will be a socially distanced ceremony after Spring Break.
- e. **Learning Commons:** The Library space is being converted into a Learning Commons that will encourage various collaborative style learning opportunities where student groups can gather. To make room for the more flexible space we envision the number of books stored in the library space has been reduced and those books have been redistributed directly into classrooms.

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4.0 Principal's Report continued...

- a. **COVID-19 Update:** The daily numbers have been going a little higher and we're seeing quite a bit going on in the Coquitlam area. At the school we are keeping up with daily covid reminders for students and staff. The kids are very familiar with our routines at this point. The lunch schedule has changed a bit to give each cohort 28 minutes outside at lunch instead of 20 minutes. We found that lunchtime supervisors can also be spread out better with this plan.
- b. **Grade 5 Graduation:** Plans are underway. There is a steering committee and a yearbook committee. The year-end graduating activities will be dictated by the COVID-19 conditions at the time. We will make it special and memorable while maintaining health and safety.
- c. **Families moving into the area:** If any parents know of students who will be coming into or leaving from Porter in the next school year please encourage the families to reach out to the office so we can get an accurate a count of students when we're working on class placements for the fall.
- d. **Emergency Preparedness:** Currently our emergency bins are stored in the hallways after our external storage unit was broken into. We're in the process of finding a suitable storage location and identifying if all the items are currently required for our plan.
- e. **Bring Your Own Device (BYOD) Program:** Middle schools will have a BYOD program. Elementary schools are not part of this new initiative. Schools where this is a requirement will have devices to put on loan for students who don't have access. At Porter we have computers on a mobile cart so teachers can have them in the classrooms instead of going into a computer lab. Some students bring their own devices but it's not required.

5.0 Proposals, Voting and Discussion on Budget Items: (7:35pm)

- a. **Vote: Playground Upgrade Enhancement:** PAC funded \$10,000 expenditure to enhance the recently upgraded South Playground area within the 2020/2021 budget. Incremental \$3,936.00 is requested to cover the cost of the slide on the upgrade enhancement.

Total Vote Participants: 10 – Nicole Marcelin & Ashif Jiwa have abstained
All in favour, the motion has passed.

- b. **Proposal to vote: Technology Improvement Fund**
PAC announcing a vote to approve up to \$10,000 in funding to access a new bank of laptops through the Technology Improvement Fund. Budget permitting, this item will be voted on at the next meeting on May 11, 2021.

District subsidy provided for technology improvement fund. Student laptops and iPads – each class has 6 and if a class set is required there is a complete set of 25 that can be signed out on the cart. A cart is about \$1000 to hold and charge the computers.

Proposal to vote on this with the exact figure provided on May 11th.

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6.0 Ongoing & Upcoming Events, Projects & Updates (7:41pm):

- a. **NEW! Parent Webinar: Digital Awareness for Parents – Tuesday April 27 @7pm via Zoom.** Parents are welcome to invite neighbouring schools to join us as it is a Zoom meeting we have excess capacity.
- b. **Fundraising Coordinator:** Welcome Vivi to the team. Thank you for taking on the ongoing and special event fundraising efforts at Porter.
- c. **Volunteers Needed: End-of-year Teacher Thank You Event/Gift.** Vivi would like to pitch in and Hitomi volunteered to contact the previous caterers to see what kinds of options are available. The budget amount will be the same from the PAC but we also have an opportunity to offer an option for parents to contribute a little more – it would be great to use the School Cash program when the new secretary is up to speed.

7.0 DPAC Update: (7:52pm)

- a. **Racial Equity Habit-Building Challenge** – 21 day challenge runs March 1-21 and aims to further a participants' understanding of power, privilege, supremacy, oppression, and equity. March 21 is the United Nations International Day for the Elimination of Racial Discrimination.
<https://www.facebook.com/groups/158235196064201>
- b. **Upcoming DPAC meetings**
RSVP to office@dpac43.ca for zoom link to the meetings that interest you:
 - DPAC43 General Meeting - April 7 @ 7pm: topic TBA
 - SD43 Regular Public Meeting - April 13 @7pm: Preliminary 2021-22 Budget
 - SD43 Regular Public Meeting - April 27 @7pm: Final Budget Presentation and Approval
 - DPAC43 General Meeting - April 28 @7pm: topic TBA

8.0 Treasurer's Report (7:50pm)

- a. Chequing Account balance: \$24,442.69
- b. **Munch-A-Lunch Refunds:** \$426.50 has been donated to PAC.
\$53.10 has been deposited and \$325.00 remains outstanding. There is an \$8 bank charge to reissue cheques so it may not be worth it to reissue a cheque for those parents whose refunds are near the \$8 amount. Parents that need to have a Munch-A- Lunch refund cheque reissued can contact our Treasurer Tanja at PSPAC.Treasurer@gmail.com.
- c. **Gaming Grant Funds** – Tanja will attend a DPAC meeting to find out how we can use those particular funds considering COVID restrictions have prevented us from having many if any extracurricular activities.

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9.0 Additions to Agenda (8:05pm)

- a. Grade 5 graduation budget considerations - \$500 is designated in the PAC budget for Grade 5 Graduation to be spent however the organizing committee would like to use them in creating the graduation event for the students. In the past the additional funds have been raised from parents of graduating students for yearbooks, additional keepsakes, event overages, etc.

10.0 PSPAC Mental Health Toolkit Initiative (8:11pm)

- a. Guided Tour of the new resources available to the Porter community!
- b. Thanks to Elisheba and Joanne for their work in assembling this information for our parent community. View the resources on the PAC website at www.PSPAC.com/parent-resources

Adjourn Meeting: Meeting adjourned at 8:15pm. Jenn motioned to end the meeting. Seconded by Joanne.

Next PAC Meeting: Tuesday May 11, 2021 @ 7:00pm via Zoom invitation to be issued by Ashif Jiwa.

Minutes submitted by Jennifer Faccin, PAC Secretary