

ÉCOLE CRANE PARENT ADVISORY COUNCIL (PAC)

Minutes

Date:

Name	Role	Present	Regrets
Kimberly Soul	Chair	x	
Brenda Stewart	Principal	x	
Jaspreet Bakshi	Secretary		x
Jen Lancaster	Treasurer	x	
Lori Grevstad	Pizza Lunch Co-coordinator	x	
On Hold	Milk Program		
Lorraine Crawford	Special Events		x
Arleigh Hrycaiko-Assie	SGTC Rep	x	
Loni Andres	Member-at-Large		x
Xinli Wang (Cinlee)	Parent Participant		x
Allison McCullough-Butchart	Vice Chair	x	

Name	Role	Present	Regrets
	Teacher Rep		
Krista Pierce	Member at Large	x	
Amy Bain	Member at Large		x
Jamie Hutlet	Member at Large		x
Laurel Grindey	Parent Participant	x	
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		

#	Agenda Item	Discussion / Notes	Action Item(s)	Who Responsible	Due Date
1.0	Welcome	<ul style="list-style-type: none"> Welcome to all! 			
2.0	Adoption of Agenda	<ul style="list-style-type: none"> Motion to approve to adopt: Jen, seconded: Krista. 	Adopt Agenda		Completed
3.0	Minutes of last Meeting	<ul style="list-style-type: none"> Motion to approve as written: Jen seconded: Lori 	Adopt Minutes		Completed
4.0	Chair's Report Kim Soul	Jaime Hutlet sent her registration to Chair via email			

5.0	Principal's Report Brenda Stewart	To date: <ul style="list-style-type: none"> • Staff and students raised \$425 for Terry Fox through our Terry Fox Walk/Run. M. Labossiere took this opportunity to run our first virtual assembly and although there were a few glitches, students enjoyed it very much. Thank you for your support. • Virtual tri-conferences were well attended and were mostly glitch-free. Teachers appreciate the time that parents dedicate to collaborating with them to share success stories of the students. • Today students and staff celebrated Manitoba School Library Day by "dropping everything and reading" for 15 minutes today. • M. Labossiere, Mme Patenaude and Mme Steadman have been doing an amazing job teaching in their "alternate locations". M Labossiere is teaching outside and Mme Patenaude and Mme Steadman are working from carts and bringing music and the love of literature to the classrooms. • We are working toward providing 2 m of space between students in classrooms by moving some classes or groups of students to alternate spaces where they will be supervised by other support people in the building. It is likely that 2 classes will move into the gym in order to allow the entire group to stay together. We will access the music room, P1, the computer lab and library, the art room and resource room as well. The exact configurations are yet to be determined as it will be dependent on how many students in each class will be attending as of November 2nd. When an entire class cannot remain together, we will ensure that groupings of students respect current cohort designations. Classroom teacher designations will remain the same in all situations. • Temporary learning from home for parents who request it and are able to provide the necessary support to their child, will begin November 2nd. Once again, this is a work in progress. One thing we do know is that this will not be the same as what was offered in the spring as teachers are now teaching students in school full time as well. • We have had a new part-time custodian working on sanitizing the building for 4 hours per day, and this will increase to a split shift of 6 hours as of next week. Eric sanitizes high touch areas and washrooms. 			
-----	---	--	--	--	--

		<p>Upcoming:</p> <ul style="list-style-type: none"> • Remembrance Day will be recognized at school on November 10th, as usual. This will likely be done at the classroom level. We are still working out the details. • November 20th is a divisional PD day. We are planning to virtually meet with the 3 other FI milieu EY school to learn about resilience and collective efficacy in the morning and work on the literacy planning in the afternoon. • November 27th there is no school due to an administrative day. <p>We are navigating uncharted waters right now and I would like to thank you for your continued support, understanding and patience as we deal with constant change and uncertainty. One thing that remains unchanged is the dedication of our staff to your children.</p>			
6.0	Treasurer's Report Jen Lancaster	<ul style="list-style-type: none"> • Paid out the funds discussed for classroom enrichment, at 50% of last year, for a total of \$975 (\$75.00 per teacher) • Teachers received \$150.00 each as there was carry over from last year so teachers could receive the full amount • Budget balances to cover expected expenses this year • Staff appreciation week: may be able to increase budget if fundraiser goes well • December: ask Lorraine to contact VMC (Brenda to send contact) Kim to take the lead / \$50.00 each honorarium • Munch a Lunch goes into bank account, Farm to School is also deposited as Munch a Lunch, mix up with record of what portion was Farm to School vs Pizza Days is comingled, Lori to contact Munch a Lunch to obtain report from last year, money in the school account, just need to record it correctly • In future years do not open Munch a Lunch for lunch payments until Farm to School payments have been received and recorded • Farm to School in future years to be set up to require payment before order completed 			
7.0	Special Events Lorraine Crawford	<ul style="list-style-type: none"> • No report. 			
8.0	Milk Program	<ul style="list-style-type: none"> • No report 			

9.0	Pizza Lunch Days Lori Grevstad	<ul style="list-style-type: none"> • No report for lunches • Money from Munch a Lunch: no one asked for a refund, funds will stay in PAC account • Fundraising: Glenlea and Fundscript • Fundscript: easy to set up, can be run all year round and request pay outs, they send them to the school individually labelled • Brenda: concerned with adding to the teachers plates right now by adding the gift cards in the kids backpacks / Brenda will ask if we can have people pick up their order from a parents home, mailing gift cards could be problematic, • Lori: could pick up at a private residence • Arleigh: by neighbourhood one parent volunteers and people pick up from mailbox • Laurel: might be more logistical coordination than dropping off to parents • Team effort to get the gift cards out to parents • Lori will contact Fundscript and get the email out to parents • Order cut off in enough time to get the gift cards for Christmas • Glenlea Greenhouses: evergreens can be kept in the cold (delivered to one residence for pick up), tight turnaround as only open for a week or two 			
10.0	Lunch Program Lorraine Crawford	<ul style="list-style-type: none"> • We are fully staffed, and the majority of parents have paid. Third reminder will be sent out this week for those who haven't. • The biggest challenge this year has been employing the new COVID-19 safety measures at lunch, students are to remain seated at their desk during lunch to avoid movement in the classroom, especially when the students aren't wearing masks. It has been a struggle for some, but with lots of reminders, they are getting there! • It would be appreciated if parents were to talk with their children about safety at lunch, and why it is important to stay seated and to not yell across the room. They received regular reminders at school, but support from home will keep everyone that much safer. 			
11.0	School Grounds Transformation Committee Arleigh SGTC	<ul style="list-style-type: none"> • - SGTC connects via email at its regular meeting date, 4th Monday of each month. If anyone is interested in joining SGTC, you can reach me at my email address, hrycaikoassie@gmail.com • - Fundraisers this year: Peak of the Market cancelled the Farm to School veggie fundraiser this year but hopefully we can do it next year! We are looking into seeing if we can still have our Glenlea Plant Sale this year. SGTC is checking to see what the options could be. Will update PAC once we know. 			

		<ul style="list-style-type: none"> - Focus this year will be on the backyard - outdoor classroom (seating and shade for classroom) and veggie/pollinator garden. 			
12.0	New Business	<ul style="list-style-type: none"> Next Meeting November 23, 2020 No meeting in December 			
13.0	Adjourn	<ul style="list-style-type: none"> Motion to adjourn: Lori_, seconded by Jen Adjourned at 7:55pm 			Completed
14.0	Minutes Posted	<ul style="list-style-type: none"> Tracey Dionne will post the last finalized minutes to http://www.pembinatrails.ca/crane/parent/Advisory%20Council/index.html 	Post minutes to web site		As finalized