



## Meeting Minutes

Date: Wednesday November 18, 2020

Location: Online Zoom

Time: 6:30p

Attendees: Cheryl Edge, Toshi Carleton, Tegan Vandenboer, Jennifer Graham, Merrilee Watts, Jodie Rowe, Tyla Langdon, Shelley Perry, Stephanie Davis, Chrisy Sanderson, Lauren Neilsen and Amber Davis.

1. **Welcome/Call to order**

2. **Approval of Agenda:**

Approved: Jennifer Seconded: Jodie

3. **Minutes from Meeting**

Approved: Stephanie Seconded: Jodie

4. **Principal's Report – Toshi** (on behalf of Cheryl's medical absence)

- October 15: LE had a successful Shake Out BC (Earthquake Drill).
- October 19: The virtual book fair was open for two weeks and raised over \$1600.
- October 20: K's and grade 1's had their Pumpkin Patch field trip at LE. Funds for this field trip were provided by the PAC. The kids had a great time and got to learn how the pumpkins grow.
- To still celebrate Halloween, LE hosted the Monster Dash run on October 29 and students and staff dressed up for Halloween on October 30. There was an online story and a virtual Zoom call for the classes to see each other's costumes. Everyone had a fantastic time!
- The staff at Ladner Elementary would like to give a big Thank you to all the families who attended and showed support for the after-final bell Teacher Appreciation Celebration.
- Novembrance Day was pre-recorded this year and video played on November 10<sup>th</sup>.
- Grade 6 immunizations have been cancelled due to Covid.
- The month of November will be a litterless lunch month. Parents are encouraged to send snacks/lunches in environment friendly packaging to help reduce waste at school.

5. **President's Report - Tegan**

- Created by Kids fundraiser raised over \$2100.
- Spirit Wear sales made \$900. Hoping to have another Spirit Wear sale in the New Year. Some parents mentioned sizing fit small so will mention this at the next order.
- The Virtual Holiday Market is still running and final totals will be available at the January PAC meeting.
  - Growing Smiles raised approx. \$658

- The Savings Card fundraiser will be rolled out hopefully before Jan.
  - each card will be \$20 and deals can be redeemed at local businesses in both Ladner and Tsawwassen when savings card is provided.
- Neufeld Farms order deadline: November 26<sup>th</sup>.
  - order online OR you can email [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) for a paper order.
  - Cheryl will send a PDF order form to the staff.
  - Any staff member can create a Hot Lunch.net account and place an order under Div. 22
- Parts of the playground continue to flood.
  - Tyla put in a request on the Delta Talks app. If more people put in a request for something to be done about the flooding, action to fix the problem can be addressed quicker.

#### 6. **Treasurer's Report – Merrilee**

- *Question from Tyla – What is knitting moms on the Playground budget sheet?* This line is a fundraiser as it was requested by the business owner that the proceeds be allocated to the Playground Project.
- COBS should be put under the General Account.
- Licensing should come out the Gaming Account.
- The Bottle Drive has so far made \$4,676 for the Playground Project.
  - Plastic bags bought for this should be an expense from the Playground Account.
- *Request from Tyla – Planned revenue to be changed and labelled as Goal Revenue, Estimated Revenue or Planned Profits.*
  - Many of the lines are labelled certain ways for Treasurer purposes.
- Growing Smiles fundraiser will show no expenses as payment is taken directly from the vendor website.
- Neufeld Farms will have expenses as orders are placed through the PAC Hot Lunch system.
- Carpet fund should be \$0
- Confirmed for \$250 per class for supplies.
  - This line can be used from the Gaming Account due to the new rules and regulations.
- There are no outstanding payments owing.
- *Question from Cheryl – Has payment been made from the PAC to Admin for the purchase of new carpets (approx..\$2400)?* Merrilee confirmed a cheque was written and provided to the school. Cheryl will follow up with Admin on this.
  - Also to note, this money spent was from last years budget money as it was not spent prior to June 2020.
- *Question from Tyla – Where did a \$500 expense come from for the Vendor Savings Cards?* Jennifer advised she has received a quote for the savings cards to be printed: 500 cards = \$355 / 1000 cards = \$475
  - *Question from Tyla? Can we order less than 500 cards to reduce the cost?* Yes, Jennifer noted the design is still being worked on so the final amount ordered has not been confirmed.
- *Question from Toshi – Have field trip funds been set aside for this school year? With Covid, virtual field trips will be happening but there is still a cost to this.* Merrilee

confirmed 20% (about \$2300) was budgeted for field trips. Please note \$500 of these funds have already been used for the K/grade 1 Pumpkin Patch field trip.

- *Question from Tyla – Under what circumstances can the Gaming Account be used for field trips?* Jennifer confirmed gaming funds can be used for field trips happening within BC and they must have an educational component too. The funds are prohibited to be used on curriculum-based field trips.
- **Motion: To pass the proposed 2020/2021 Budget Plan**  
**All in favour / 0 opposed**

## 7. Committee Updates

### Playground Committee – Tyla

- November 19 @ 6:30pm there will be a committee meeting via Zoom.
  - There are task items that require help: managing donors (this volunteer would be working with the School Board and keeping records of big donations as well as making Facebook/Instagram posts.
- One donor has generously given \$10,000!!!!
  - A cheque hand-over will be December 4 @ 2:30pm
  - hoping additional companies will be a part of this as well as the Delta Optimist, Richmond Newspapers will also be invited.
  - Cheryl advised Tyla to invite Cathryn Tucker from the district for these ceremonies.
- Final revisions have been received. Howard and Laura from the Maintenance Team met with Tyla and Toshi.
  - A final plan will be made, which will then go to the suppliers for a quote.
  - The final plan will help give a visual awareness as to the scope of the Playground Project.
  - Final plan should be done in the new year.
- Tegan will provide Tyla with a contact for the rain garden.
  - Daren Duff also provided a contact to help with the rain garden.
- **\*\*Any parent who is passionate about gardening, please contact us as we would love to find someone to take over the role of managing the rain garden!\*\***

### Garden Committee – Tegan

- Bulbs have been planted for Spring 2021.
- The garden now needs gravel, to be leveled, benches and more stumps!
- **Please contact [lepacinfo@gmail.com](mailto:lepacinfo@gmail.com) if you have some stumps to donate!**

### CPF – Jodie

- Events will be transitioned to virtual.
- No preschool events due to Covid.
- The membership drive completed on October 31; welcome email and resources will be sent out!
- Online resources are now available at [www.cpf.ca](http://www.cpf.ca)

### DPAC – Stephanie

- Minutes from the Nov. 5 and 14 meetings are now available online.

- *Request from Cheryl – Can the PAC put info for French Kindergarten registration online?* Yes, Amber will post on the PAC Facebook page.

8. **New Business / Other**

- No hot lunch until further notice. Teachers are not in favour as with Covid it is tight with who can come into the school as well as getting rid of the garbage, and delivery and distribution of the lunches would be during the Teachers lunch time.
- *Question from Tyla – Have we had any Covid cases at LE?* Cheryl confirmed at this point there have been zero cases at LE as reported by Fraser Health. Thank you to all the Teachers at Staff and Ladner Elementary who work hard each and every day to keep our kids safe and healthy at school!
- This will be Cheryl's last PAC meeting this evening as she will be retiring. The PAC would like to thank Cheryl for being such a great Principal and we will miss you dearly! Thank you Cheryl!
- Cheryl advised there will be new "Buses Only" signage.
- LE is looking for a new crossing guard! The hours are 30 mins before school and 30 mins after school at \$18/her. Please contact the school if interested!
- Upcoming PAC meeting dates:  
Jan 20, Feb 17, April 7, May 19 – election, June 16 – final PAC Meeting.
- No news has been given for an early shut down due to Covid.

Adjourned at 7:36pm.

Next PAC Meeting: Wednesday January 20, 2021