

## BRENTWOOD ELEMENTARY PAC

Meeting Minutes

November 24, 2020

### Opening

The meeting of the Brentwood Elementary PAC was called to order at 7:05 pm on November 24, 2020 by Bonnie Doyle.

Welcome to everyone and thank you for taking time out of your evening to attend this meeting. The Brentwood PAC would like to begin by acknowledging that we are fortunate to be having our meetings on the traditional territory of the WSANEC peoples. We are grateful to have the opportunity to meet, live, work and learn in this territory.

### Present

Bonnie Doyle – President	Jenn Hodgkinson
Pam Carvalho -Vice President	Christine Etele
Julie Madsen – Member at Large	
Michelle Cooper – Treasurer	
Jacqui Hipwell – COPACS Rep	
Heather Wood – Member at Large	
Caitlyn Addlestone – Member At Large	
Sara Salemink - Principle	
Helena Takhar – Vice Principle	

### Approval of Agenda

Motion to Approve: Pam  
Second: Jacqui  
All in favour – **PASSED**

### Approval of Last Meeting Minutes

Motion to Approve: Pam  
Second: Michelle  
All in favour – **PASSED**

### School Administration Report – Sara & Helena

#### Catchment Boundary Review

The board approved the proposed boundary changes. The catchment area for Brentwood Elementary School has now expanded to include the Garden Gate community and Benvenuto Avenue which was previously part of the Prospect Lake Elementary School catchment. Historically, the majority of families would apply out of the catchment area for their children to attend Brentwood Elementary School. The impact of this change will be negligible.

#### Professional Development Day

On November 20<sup>th</sup>, the educators at Brentwood Elementary School were inspired by the math teachings of Janice Novakowski. Janice is a math expert based out of the Richmond School District and provided a playful take on the curriculum which included connecting math with place, community and culture and how to conduct instruction with small math groups.

### Grants

1. Art Start – Virtual presentation by musician Michael Mitchell who provides songs and stories of Canada’s heritage.
2. Saanich Creates – Fine arts grant which will produce a permanent and beautiful sensory pathway within the school to promote physical movement. Students will design the images. The school will provide a project summary and images to the PAC to share.

### Eagle Convocation

The next Eagle Convocation is November 25<sup>th</sup>. The Brentwood Elementary staff has planned an enjoyable activity for the students to participate in virtually. The school shared an image of the Brentwood Eagles bulletin board which displays a picture of all students and teachers arranged individually in a colour pattern. Siblings have been placed together on the board.

### Cram the Cruiser

Families are invited to donate a toy for this year’s Central Saanich Police Cram the Cruiser event. Toys can be sent with children to school for the event taking place on December 16<sup>th</sup>. Police will be onsite but will not be entering the school.

### Fun Lunch

The school is still waiting for guidance from the district regarding fun lunch. This item will be moved to the agenda for the January meeting.

### Question from Parent

A question was brought forward regarding the possibility of extending the winter break. To date no information has been provided from school decision makers whether this will occur. The school’s administration will provide information to families if this changes.

## **COPACS Report - Jacqui**

Discussion took place around emergency preparedness. Evaluation of school supply lists will be performed and any outdated supplies will be replaced. The catchment boundary review and hot lunch fundraisers were also discussed. Keating Elementary School has organized a guest speaker, Dr. Allison Rees, to provide guidance on child anxiety and parent support. The schools in the district are looking into ways additional virtual participation can occur. Most of the discussion at the meeting was centered around changes to Policy 1100 which has been removed from the policy manual and will now reside in the administrative direction/procedural manual at the district level.

## **Indigenous Representative Report - Bonnie**

Sara Beaman has stepped down as the Indigenous Representative. The Brentwood Elementary PAC would like to thank her for her many years of service. Bonnie has inquired with the school and Lorelei McEvay for any interested volunteers for this position.

## Treasurer Report - Michelle

The general chequing account holds a balance of \$13,525.07. This balance includes some of the cash/cheque payments made towards the poinsettia fundraiser. The online miscellaneous fundraising activities have been quite successful totaling \$1473.07 to date:

- Mabels Labels - \$168.82
- Sling Sisters - \$296.00
- Monk's – \$1008.25

The PAC has paid out \$10.00 in appreciation to Deborah Hughes (school administration) for her support towards PAC initiatives in photocopying and the distribution of paperwork to classrooms with PAC presence limited within the school due to COVID-19. The total amount paid out for the Eagle t-shirts was \$2035.16 and \$160.00 has been allocated out to teaching support. The Gaming account is sitting just over \$10,000. The PAC will pursue additional discussions going into the New Year on spending the grant money.

## Topics for Discussion/Updates

### Brentwood Elementary Spirit Wear – Heather

The deadline for ordering was November 12<sup>th</sup>. Heather will begin making arrangements to deliver the orders to families. The PAC generated \$396 from this fundraiser.

### Holiday Hampers

The school requested that the PAC provide \$200 towards Brentwood families in need to subsidize the very generous donations made to the school. This money will go towards holiday food hampers. Bonnie made a motion to donate \$200 towards the holiday hampers. Pam second. Motion: Passed.

### Holiday Spirit

The PAC discussed options to provide holiday spirit to the community and the students at Brentwood Elementary School. Families will be invited to send their child with a small donation which will be put towards the Sidney Lions Food Bank. The PAC will put together a winter wonderland display for each child to contribute to with their donation. The PAC will also provide a holiday treat to each student celebrating the completion of Term 1 and then end of 2020.

### Poinsettia Fundraiser – Julie

The fundraiser will wrap up on November 25<sup>th</sup>. Julie will coordinate volunteers for school pick-up ensuring COVID-19 procedures are followed. Julie will provide pick-up information to families.

## New Business

### Remote Learning

Families are encouraged to talk with Sara for any information regarding remote learning.

### Thanks

Michelle gave thanks to Heather, Julie and Bonnie for their efforts towards the fundraising activities to date. Given that all other fundraising activities have been put on hold this year due to COVID-19, these online initiatives have provided much needed funds for Brentwood Elementary School.

## **Meeting Adjourned**

The meeting was adjourned at 8:14 pm by Bonnie Doyle. The next meeting will be January 26, 2020 at 7:00 pm.

Minutes taken by: Michelle Cooper

Minutes reviewed by: Bonnie Doyle