



Brentwood Elementary PAC

Meeting Minutes
January 25, 2022

Opening

The meeting of the Brentwood Elementary PAC was called to order at 7:03pm on January 25, 2022 by Bonnie Doyle. Welcome to everyone.

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.

Attendance

PAC Executive:

Bonnie Doyle – President
Jennifer Hodgkinson – Recording Secretary
Michelle Cooper – Treasurer

Pam Carvalho – Vice President
Julie Madsen – Member at Large
Sarah Lefebvre – COPACS Rep

Absent PAC Executive:

Heather Wood – Member at Large
Jacqui Hipwell – Member at Large

Caitlyn Addlestone – Member At Large
Sara Beaman – Indigenous Rep

School Administration:

Helena Takhar - Principle

Tracey Westwood – Vice Principle

Other Guests:

N/A

Approval of Agenda

Additional of Valentine's Day added to "New Business"

Motion to approve revised agenda – Michelle
2nd – Sarah L

All in favor

PASSED

School Administration Report

Helena

- a) **District Wide Updates:**
- Trustee Victoria Martin has resigned as of January 21, 2022. There are now six trustees presenting our area.
 - Superintendent Eberwein will present the new Strategic 5 Year Plan which acts as a road map for decision making as a school district. The four main domains include: literacy, indigenous education success, mental health and wellness and citizenship.
 - District website and school website have posted the Proposed Calendars for the next three years – open to feedback.
 - BCCDC – BC Thrive App – new daily health check we are using. This information is also posted on the District and School website.
- b) **Kindergarten Registration** is currently in process and continuing for the rest of this week.
- c) **Literacy Week at Brentwood!** Children were making bookmarks today; classes can sign up to do story walks, flash light reading and character dress up on Friday. There is a 50,000 minute challenge for the school; at the close of Tuesday the students had already read a collective of 13,000+ minutes. On February 2nd, the top reader from each class gets to silly spray our local liaison officer.
- d) **Basketball intramurals** – Grade 4 and 5. Currently happening.
- e) Last Friday was **Eagle Convocation** – it was held as a virtual event this time, where everyone remained in their classrooms and did a jeopardy game together.

Tracey

- a) **Grade 4 and Student Learning Survey** – the survey is currently available to all parents. It will remain open until the end of April 2022. The link can be found on the Brentwood School Website.
- b) **Cultural Classes** – SENCOTEN classes are currently happening in every class and will continue until the end of year. We have now added a cultural class; there will be 8 classes for term 2 and another 8 classes for term 3. Many different activities are discussed and completed during the class session.

- c) **Lunch Monitors** have been trained and are now assisting in the primary classrooms. Grade 5's are taking this leadership opportunity seriously and it has been going great. The primary students are enjoying having them in their classrooms during the lunch period and it is providing an opportunity for additional connections through the school day.

COPACS Report

Sarah L

- a) **Parent Survey – Vaccinate Mandate.** It got presented last week, it was a 55/45 split. COPACS will be sending a letter to the board to put this mandate forward.
- b) **Wonder Wagons** – they want to supply each school with 1 or 2 wonder wagons to encourage nature exploring. The hope is to have each school equipped with the basic needs to support this initiative. No specific ask of the individual PACS at this time.

Indigenous Representative Report

Sara B - Absent

- a) Nothing to report at this time.

Treasurer Report

Michelle

- a) Michelle provided **update on General Account**
 - a. New Income this month was the addition of the Poinsettia Fundraising Orders, Fun Lunch and Popcorn as well as PAC Coop Number.
 - b. New Expenses this month – Food Bank Donation and Forgotten Lunch, as well as Holiday Goodies.
 - i. Note made to look at making an increased budgetary amount for the Forgotten Lunch Program. Suggested \$1200 budget. Michelle to send out an e-vote.
- b) **Update on Gaming Account**
 - a. No changes since last meeting/update

Continued Topics of Discussion (from last meeting)

- a) **Fun Lunch & Popcorn Day Update**
 - I. The December dates went smoothly; Fun Lunch felt a bit rushed but the lunches got out and kids were pleased. Popcorn was super easy with Kernels

prepackaged/individual bags. Volunteers required for Fun Lunch should be a minimum of 6 and popcorn can easily be done with 1, maybe 2 volunteers.

- II. January dates were cancelled as a result of the adjusted regulations/rules and limiting volunteers in the school. Michelle and Jenn processed the refunds via PayPal and cross referenced with the Hot Lunch program. As of today's date, no issues from parents have been raised.
- III. Confirmed that Fun Lunch in February will not happen – But Popcorn can easily be accomplished as it requires very little volunteers and limited food handling. Next Popcorn date is scheduled for February 14th.
- IV. Helena confirmed that moving forward with Fun Lunch in March will be okay. All volunteers will require current CRC, masks, and all other health protocols must be met (hand washing, etc).

New Business

- a) **West Coast Seeds Fundraiser** – the fundraising campaign has been running since January 11th. As of right now there have been 20 orders placed. Ordering closes on January 30th.
- b) **Purdy's Chocolate Fundraiser** – The hope is to run it, their deadline is March 29th. Pam has been in contact with the coordinator. The fundraiser will likely run the month of March with delivery to families the first or second week of April (prior to Easter).
- c) **Growing Smiles** – We have been registered/signed up for the Spring fundraiser. No new details or timelines have been provided as of yet. The goal would be to run the campaign after Easter Break and then delivery prior to the May long weekend.
- d) **Tanner Book/Library Fundraiser** – Pausing this for now. Tanner's Books is flexible in terms of timing and Alana will continue to add/subtract books as needed. Looks like June 2022 would be the most ideal time; with the ability to link/connect with other events that same month.
- e) **2022-2023 Executive** – This is Pam and Bonnie's last year. We will require some new bodies to join the group. These positions are voted in during the AGM...voting likely to start in May. Please reach out to other parents within the school to gauge interest.
- f) **Valentine's Day** - there has not been a conversation within the staff admin as of yet. This will be left to individual teachers to decide how they would like to celebrate as a

class. All COVID protocols will continue to be met; for example, treats need to be individually wrapped.

Meeting was adjourned at 7:59 pm by Bonnie Doyle. The next meeting will be at **7:00pm on February 22nd, 2022.**

Minutes submitted by: Jennifer Hodgkinson

Approved by: Bonnie Doyle