



# École Ross Road Elementary

North Vancouver School District

Date/Time: May 20, 2021 at 7pm

Location: Zoom Meeting

In Attendance: Linda Munro, Denise Dehestani, Connie Young, Barbara Crystal, Jennifer Bryan, Nikki Cutura, Christy Gold, Dana Shah-Samis, Susan Neale, Sari Kondis, Alana Prashad, Mikol Zarb; Emily Newton, Beck Williams,

Kate Lechleiter (principal) and Jason Haywood (vice-principal)

Regrets: Dana Samis; Alana Prashad; Christy Gold (double check)

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1. Welcome and Call to Order (Linda Munro & Denise Dehestani)
  - a. Chairs Linda Munro and Denise Dehestani called the meeting to order at 7:09 pm
  - b. Quick introduction of PAC chairs, Linda and Denise, to the general public (Linda and Denise)
  - c. Approval of Agenda at 7:11pm – Agenda unanimously accepted as presented (approved via poll via zoom)
2. Approval of February 3, 2021 General Meeting Minutes – motion to approve the minutes as presented by Denise and unanimously accepted via Zoom poll at 7:13pm
3. PAC Chair Update (Linda Munro & Denise Dehestani)
  - a. Denise described some of the challenges the PAC faced with fundraising this past school year given COVID-19 limitations on public events; a big congratulations to Dana Samis and her team for the Virtual Auction and thanks to Jen Bryan for the Virtual Talent Show
  - b. Fresh Schools introduced in the 2020/2021 school year as a way for parents to communicate with each other, class reps to communicate with parents; challenge with the program is that we don't have access to class lists and the PAC relies on parents to update their information on Fresh Schools; information will be sent out to parents with step-by-step information on how to update their information
  - c. Staff Appreciation as typically held (with a group lunch) was not able to proceed given COVID-19 limitations; instead, decorated cookies will be provided with boxed lunches for the 63 staff members; budget for the event is \$300 so we will be asking for the parents to vote on increasing the budget; event will be held on June 11, 2021; we are partnering

with Well Fed to provide the boxed lunches, which is nice that we are supporting a local business, who also gives back to Ross Road via Munch A Lunch and hot lunch programs

- d. Toonie Event - Custodial Staff thank you is doing well; Rowan has initiated the fundraiser to bring a toonie to school to raise funds to put together a gift basket for each custodial staff at our school, who have gone above and beyond for students and teachers in keeping the school clean and safe; Rowan is coming through the PAC to provide Rowan with the donations to put together the gift baskets; Rowan's dad wanted to thank Kate and the PAC for the support in Rowan's initiative for the custodians; PAC is happy to support this student-driven initiative
  - e. Linda Munro discussed that she is running as a School Trustee for the District of North Vancouver and is happy to discuss any thoughts, suggestions and ideas, comments and is happy to be a parent representative on our School Board
4. Administrative/Principal's update (Kate Lechleiter and Jason Haywood)
- a. Kate provided her Report, which is attached as an Addendum
  - b. Jason provided the update; he advised that the energy of the children is really high
  - c. There is an online art presentation, student art has been photographed and submitted to the online art show, which will present a lot of Ross Road student art
  - d. Cards of Thanks for all of the volunteers of Ross Road; each class has made a card to express their thanks and has been displayed in the field
  - e. Earthquake Drill initiated a lot of questions and discussion with the children
  - f. Grade 4/5 class began their online Log House program, which the students were excited to do
  - g. Tennis is going very well out on the back field; tons of children are participating and loving the program; the nets have been fantastic and Jason thanked us for the net purchases; he is hoping to purchase two more nets (for the wish list for next year); various classes are bringing the nets out and then cleaning them away very efficiently
  - h. Students have been asked to do a self-assessment of their core competencies; many classes are working hard at completing these self-assessments
  - i. Student-initiated thank you to custodians is great to see
  - j. Mrs. Morgan's musical presentations (pirate work) has been fun; the children are persevering through fence building, garbage trucks, kids playing in the playground, etc. The actors and singers did a fantastic job – well done!
  - k. Grade 7 Farewell is coming up; following District-protocols and BC Health Protocols the Grade 7 students will participate in the Farewell festivities

- I. Jason wished Linda the best of luck in the election and thanked Linda for all of her hard work with the PAC over the past 3 years and hopes to be able to cheer her on as a Trustee
  - m. Open Question Period – How much has been raised for the Student-initiated custodian thank you? Connie confirmed that \$295 has been raised in e-transfers so far; coins must still be added up but Connie estimates at least \$100 in coins, so that at least approximately \$400 has been raised
5. Financial Report (Treasurer Connie Young)
- a. Connie discussed the Staff Appreciation budget of \$300 that was previously approved and that given the COVID-19 limitations (and inability to bring in potluck dishes) the PAC is asking for an increase of \$300 to the budget so that we can still proceed with the event; PAC exec voted to pull \$300 from the Teacher's Wish List fund and the PAC voted on and approved moving this surplus to the Staff Appreciation budget; further the PAC is asking parents to vote for an additional increase of \$400 to be added to the Staff Appreciation event budget so that the boxed lunches and beverages may be purchased (this will be a one-time increase to the usual budget as typically the event is held with potluck dishes)
  - b. Motions for a vote:
    - i. Call to Approve budget increase for staff appreciation – via Zoom poll, the increase of \$400 to the Staff Appreciation budget was unanimously approved at 7:35pm
    - ii. Connie discussed the Financial Statement for 2020/2021 and discussed the various fundraising that has been raised so far, for events where the fundraising has been calculated; as at May 14, 2021, the PAC has raised \$37,210.15; refer to Financial Statement attached as an Addendum for breakdown of funds raised and purchases/expenses: surplus of what we've raised this past year and what we've spent is \$1881, however some funds raised still need to be calculated and some receipts/expenses need to be reimbursed; Connie will provide Kate with a list of the PAC funds that have not yet been spent that teacher's still may access for reimbursement; some items cost less than anticipated, such as the bike and scooter racks; the math manipulates came under budget as well; Connie will provide Kate and Jessica with a breakdown of what wish list items have been purchased, what has been spent and what funds are still remaining (so that items that still need to be purchased or can be purchased may be reimbursed); Connie described what the Gaming Grant can be used to purchase, and what it cannot be used for; Connie called for a vote to approve the financials:
      - 1. Approval of financial statements for 2020/2021 – via Zoom poll, the financial statements have been unanimously approved at 7:50pm
    - iii. Connie discussed the budget for the 2021/2022 school year; it's a conservative budget as we do not yet know how the school year will proceed, given the uncertainty with COVID-19 and what types of fundraising the PAC will be able to do; Connie discussed the various items on the proposed budget for 2021/2022;

Kate asked what the “extra fundraiser” expense was and Connie advised that the \$20,000 earned for the gift cards was offset by what the PAC had to pay the vendors for the gift cards purchased (so the total amount raised was not the same as the funds that were brought in for this fundraiser, given the offset); a breakdown of the Budget is set out in the attached Addendum; Connie called for a vote to approve the 2021/2022 budget; anticipated expenses for the 2021/2022 budget is \$32,535, which causes a bit of a deficit given the conservative fundraising figures listed in the budget given the uncertainty of COVID-19 impact on the next school year:

1. Approval of budget for 2021/2022 – via Zoom poll, the budget for 2021/2022 has been unanimously approved at 8:02pm
  - iv. Connie thanked all of the parents for their support to the PAC and Ross Road this past school year, especially given the challenges we’ve all faced
6. Summary of PAC Fundraising in 2020/2021 (Linda Munro on behalf of Jen Bryan)
- a. Holiday Happy Hour virtual event in December 2020; it was a very successful event and a lot of fun for participants; positive feedback received after the event
  - b. Family Fun Night in February – a trivia and games night was held with a bit of dancing (to Just Dance) to conclude the event; another very successful event with a lot of positive feedback (approximately 30 families participated); there were prizes and great engagement amongst all the participants
  - c. Virtual Talent Show in May 2020; there were 47 acts submitted, which were showcased in the Talent Show; it was a lot of fun for everyone; a big thank you to all of the parents to fill out all the forms and record/submit the acts; a big thank you to all of the sponsors that enabled the PAC to provide prizes; the event is available for viewing for a limited time in case you missed the event (it will be available for no more than 30 days); it was a lot of work for Jen Bryan to put together but very much enjoyed by all participants
  - d. Kickstart Campaign was a new initiative given the COVID-19 limitations on the usual fundraising events; this event was extremely successful and many Ross Road families came through and came together to donate funds to enable the PAC to support all of the resources and items to help support the students at our school; it was generous and wonderful to see
  - e. Spirit Wear had the addition of a couple of new colours to our Spirit Wear this year and it was also a phenomenal campaign
  - f. The Poinsettia fundraiser was offered to parents, with Purdy’s and gift cards (White Spot and Save-On-Foods) to keep these popular fundraising events alive, even though the Grade 7 French students weren’t able to travel to Quebec and hold the fundraising events themselves
  - g. Well Fed was also a very successful fundraiser this year while pivoting to a new program by providing boxed lunches for home delivery to families, as the usual school hot lunch Munch-a-Lunch program was not able to proceed

- h. The Art Card Project was also a successful campaign and raised more money than expected this past year; it raised over \$2100 for the PAC/Ross Road
  - i. A big thank you to all the parents that provided great ideas for new ways to fundraise for the PAC and those ideas that we didn't use this year can always be used for next year
  - j. Virtual Auction (Emily Newton on behalf of Dana Samis)
    - i. Was an extremely successful event and raised over \$20,000 for the PAC/Ross Road; incredible support from all of the donors; incredible support from Dana and her team that put together the event; there were 130 different items; there was a lot of positive feedback from parents about the event; with the tremendous amount of funds raised, the PAC was able to cover the cost of the new iPads; it was a great highlight to our year and exceeded all of our expectations!
  - k. Grade 7 Legacy Fund (Susan Neale): has been challenging to come up with a project that doesn't involve too much bureaucracy; they are working on a buddy bench (price tag is a little higher than expected) but the students are hoping to come up with a buddy bench for the school; they considered a seating area and/or a rainbow crosswalk but the bureaucracy with the school board is a challenge
    - i. The Yearbook is coming along and the students are enjoying the project; funds raised are going towards the year book; also funds going to the legacy gift, a popsicle event and photos
    - ii. Connie asked how much the bench would cost – Susan confirmed that the bench itself will be approximately \$800 plus tax and the installation will be at least \$200, so the concern is that they won't have quite enough funds for this project; they are doing their best to make this work; they are considering having a parent build a bench but the cost of lumber right now creates a challenge, also the school is hoping for something indestructible to be provided (whereas wood can be damaged); Connie confirmed that the Grade 7 students have the coffee fundraiser money to spend, as well
7. Election of PAC Executive Committee for 2021/2022 (??)
- a. Proposed PAC positions to be voted on:
    - i. Chair – Denise Dehestani
    - ii. Vice-Chair – Laura Jamieson
    - iii. Treasurer – Dorina Jeske
    - iv. Secretary – Emily Newton
    - v. Social Events Coordinator – Jennifer Bryan
    - vi. Communications & Social Media Coordinator – Beck Williams
    - vii. Communications Advisor – Micol Zarb
    - viii. DPAC Rep and Canadian Parents for French Rep – Alana Prashad
    - ix. Class Rep Coordinator – Sari Kondis
    - x. Members at Large – Connie Young, Christy Gold, Nikki Cutura, Dana Samis, Laks Kutty

- b. Motion for a vote - Approval of PAC Executive Committee for 2021/2022 – via Zoom poll, the Exec Committee for 2021/2022 has been approved at 8:22pm
8. Canadian Parents for French Update (Absent - Alana Prashad)
  - a. No updates
9. Other Business
  - a. Linda wanted to thank Barbara for being the communications coordinator for the PAC and Linda loved how Barbara jumped in with all the changes, including Fresh Schools, Facebook, Instagram, etc.
  - b. Linda wanted to thank Susan Neale for her tireless PAC support and who has filled every possible role for the PAC over the years; she has always jumped in, filled roles and supported the PAC when most needed and she will be sorely missed as she moves on from the Ross Road community
  - c. Denise said a big thank you to Linda Munro who has filled the role of PAC chair for the past 3 years; she has stepped in whenever and wherever she has been needed and she is wished all the best in her new endeavours
  - d. The PAC social media presence is on Facebook, Instagram, Twitter and the PAC website
10. Adjournment at 8:26pm