**Brooksbank Elementary PAC Meeting**

**7p.m. November 4th, 2020 | ZOOM Call**

1. **Call to order, Welcome**
2. **Approval of agenda and adoption of minutes** – Colleen Jesson motion / 2nd by Robyn Seymour
3. **Status of action items from last meeting**
   1. Card Project still going ahead? (Spencer will check with Laura Kristensen on this) Spencer confirmed these would happen in Spring when there is more time to do the art and it’s not so rushed.
   2. Covered areas around the school for outdoor classrooms when the weather becomes inclement.
      1. 4 portable tents available and Spencer will get the teachers to try these out. Spencer will dig the tents out and get some teachers to ‘test drive’.
   3. Clean up of outdoor area – the brambles are taking over the outdoor learning/play space. Colleen Foy to organize a team to tackle it on the weekend.
4. **Principals’ Report** – Spencer & Angela
   1. Conferences on 16th, 17th, 19th, 20th all days will have 2pm dismissals. 3 way conferences again this year.
   2. Previous lunch schedules will resume, no longer staggered. Kids will use the outside doors and Spencer will make more outdoor equipment available.
   3. November 9th – school will roll out the ‘2nd step’ program. Focus on social emotional learning and a daily activity will happen at school with a small at home piece. School will send home a blurb about the program.
   4. Photo retakes at school on Nov 9th – feedback on quality of photos this year. Spencer said it’s a new company and will give them detailed feedback.
   5. Questions for Administration:
      1. Saleema Noon – working on a way to ensure that Saleema and team are still able to ome to the school. Possibly zoom or in-class with a virtual aspect for the parents.
      2. Buddy Bench – Kate will speak with Spencer about getting a bench sourced and what our options are.
      3. Kindie Orientation – video on District website done by Claire Spofforth.
      4. Meet the Techer – any way to do a virtual meeting?
5. **Treasurer’s Report** – Carly
6. **General Elections –** Executive and Members-At-Large
   1. **Chair –** Lisa/Tanya – Amy proposed, 2nd by Colleen Foy – voted unanimous - Tanya and Lisa have accepted.
   2. **Vice Chair –** Colleen Foy/Jesson – Carly proposed, 2nd by Amy – voted unanimous - Both Colleens accepted.
   3. **Treasurer –** Ashley Lyder – Carly proposed, 2nd by Colleen Jesson – voted unanimous - Ashley accepted
   4. **Secretary –** Alison Smitten – Amy proposed, 2nd by Kate - voted unanimous -Alison accepted
   5. **Members at Large:**
      1. Fun Lunch Coordinators Julie & Jackie will continue but will need to have someone lined up for the following year.
      2. Website Coordinator Sonia & Suhk
      3. Family of Schools
      4. District PAC Need to fill this position ASAP.
7. **Committee Updates**
   1. Family of Schools – Pat Link N/A
   2. DPAC – Theresa Duvall N/A
8. **Current Community Initiatives Updates** – Tanya
   1. Brooksbank Rocks, Let’s Fill a Box!
      * 1. Launched Tuesday November 3rd. Thanks to committee to really stepped up. Going well so far, please update the FB page when you do drop offs
   2. School Contact List – via munchalunch
      1. We REALLY need all parents to fill in their info ASAP!
      2. Tanya to send out an email to teachers to ask them to send emails to class parents.
   3. Other community building ideas are welcome and encouraged
9. **New Business – Open Floor:**
   1. Mom’s Pantry Fundraiser, get your orders in ASAP
   2. Working on a Grade 7 grad yearbook – asking if there is any funding available from the gaming grant to help out.
   3. Lionheart Mask Fundraiser, with BB logo.
10. **Adjourn** - Lisa