



ROYAL OAK MIDDLE SCHOOL

PAC Meeting Minutes

Wednesday, June 10th, 2020, 7:00pm

Present: Co- Presidents: Luanne Richardson and Lena Palermo, Treasurer: Don Mellings, Past President: Josie Pucci-Cocco, Volunteer Coordinator and Fundraising: Courtney Lloyd, Grants & COPACS Rep: Alayne Brygadyr- McCoy, Secretary: Jenny Eastman, Communications: Kathy Alexander, Member at Large and Lunch program: Elisa Greenway, ROMS Principal: Karen MacEwan. 17 current or future ROMS families were represented as we invited incoming Grade 5 families to attend from feeder schools.

Regrets: COPACS Rep: Lisa Gunderson, Members at Large: Shannon Eastman, Emily Scott, Grade 8 Reps: Lynn Bartle, Sukhmani Virk.

1. **Territorial Acknowledgment:** We acknowledge and thank the WSÁNEĆ people on whose traditional territory we live, learn, and teach. The WSÁNEĆ people have lived and worked on this land since time immemorial.

2. **Administration Report – Karen MacEwan**
 - Total student number = 634
 - Staff shifted quickly to remote learning, challenging for everyone, but excellent work done to make it happen. Expect at least part-time remote learning in fall. Stay tuned...
 - About 110- 120 students returned each day once part time school resumed (Mon – Thurs). Vulnerable students were able to attend 5 days per week.
 - June 23 – 25, reports cards and yearbooks will be handed out
 - Hoping to expand band program next year – will move it back into the timetable rather early AM
 - Moving to Thinkpads and phasing out Chromebooks
 - Thanks to all families and PAC executive for support
 - Planning for “Meet the Teachers” event in the fall. Likely a date during the 3rd week of September. Uncertain of format until we learn more about how school will look in the fall.

3. **Approval of Minutes and Agenda**
 - Thanks to Kathy for doing minutes for the May meeting
 - **Motion** to approve May minutes Jenny Eastman, seconded by Alayne Brygadyr-McCoy.
CARRIED

- **Motion** to approve the agenda Alayne Brygadyr-McCoy, seconded by Kathy Alexander.
CARRIED

4. **President's Report – Luanne & Lena**

- Update on teacher requests – approved the latest requests that were still applicable during COVID
- Grade 8 Farewell - not really possible remotely, potential to hold an event in the fall
- Thanks to Alayne, Josie, Kathy, Lynn, Lisa, Sukhmani, who are all finishing their terms on the PAC as their children finish grade 8

5. **Election for PAC Executive Positions for 2020/21**

Many current executive members are staying on at ROMS next year. The exec team will stand until the fall until we can have a face to face meeting and hold an election. Vacant positions for next year include:

- Vice president (not needed as we have co-presidents)
- COPACS representative – requires attendance at monthly COPACS meeting. Julia Roemer may be willing?
Action: Follow up with Julia – Lena
- Grant writer – completes application for gaming grant. Alayne will walk new person through how to do it, then liaise with new grant writer on any other potential grants for next year. Alayne will complete this year's gaming grant application in June, which is when next year's application is due. Jill Shaw is willing.
- Communications – posting to PAC page on the ROMS site, posting minutes and announcements to PAC page, as well as to the daily announcements (from time to time) via the office. Still vacant.
- Lunch program helper. Elisa will do lunch program for following year (2020/2021). She needs someone to share job next year though so the new person can learn it for the following year.
- Grade 8 reps – to plan the grade 8 farewell. Courtney Lloyd & Lena Palermo will take this on.

Action: ask other ROMS parents/guardians if they would take on roles of COPACS rep, communications, lunch helper, Grade 8 representatives – All

6. **Treasurer's report - Don Mellings**

- Don screen shared so we could all see the bank account pages
- \$13,813.01 – general account
- \$9,815.37 – gaming account
- ~\$300 still owing to the school district
- Funds for Grade 8 Celebration will be held until the fall when a decision will be made about if an event can be held.

7. **COPACS Update** - no update at this time
8. **Grade 8 Farewell** – no update at this time
9. **Fundraising Update**

School Supplies

- The school has decided not to do school supplies this year. They will just have a basic list for students and have teachers make their requests for supplies once school has started.
- Staples has said they can have the basic lists posted and can fulfill them and have delivery to students home at no charge. Karen is looking into the basic list.
- We will hold off on all fall fundraisers for now, until we know more regarding schools reopening and social distancing rules.

10. Staff Appreciation

- Discussion on various options to respect guidelines. PAC members will set up a display of Sea Cider and/or Babe's Honey Jun and Rogers Chocolates. Staff to choose one item. Goal to support local businesses. ~ 70 staff and budget of ~\$450. We may need a bit more as we will not have families supplying food from home.
- Motion to allocate an additional \$600 to staff appreciation for 2020, to a maximum of \$1050 by Jenny, seconded by Kathy CARRIED
- **Action: Purchase items and set up during the week of June 15 – 19 – Alayne, Lena, Jenny**

Meeting adjourned 8:20 pm

Ongoing Fundraising

- **Peninsula Coop Number: (58597)** Put this number in your phone and don't forget to use it when you pay at the gas station or grocer.
- **Country Grocer receipts:** Save your receipts as PAC can earn gift cards to Country Grocer. The collection envelope is hanging by the PAC Bulletin Board at school.
- **COBS bread:** PAC participates in the COBS bread fundraising program. Mention Royal Oak when you go in and 5% will go back to our school with every purchase.

Next PAC General Meeting: Wednesday, September 23, 7 pm