

**ROYAL OAK MIDDLE SCHOOL**

**PAC Meeting Minutes**

**Wednesday, October 21, 2020, 7:00pm**

**Present:** Co- Presidents: Luanne Richardson and Lena Palermo (also Co-Grade 8 Liaison),Treasurer: Don Mellings, Volunteer Coordinator, Fundraising & Co-Grade 8 Liaison: Courtney Lloyd, Grants: Jill Shaw, COPACS Rep: Julia Roemer, Secretary: Jenny Eastman, Communications: Jen Snow, Member at Large: Shannon Eastman, Member at Large: Tynke Landsmeer. 15 current ROMS families were represented.

Regrets: Elisa Greenway – Member at Large – Lunch Program

Staff: Principal: Karen MacEwan

1. **Territorial Acknowledgment:** We acknowledge and thank the W̱SÁNEĆ people on whose traditional territory we live, learn, and teach. The W̱SÁNEĆ people have lived and worked on this land since time immemorial.
2. **Administration Report – Karen MacEwan**
* COVID routines working well, 591 kids in school, ~60 doing remote learning, some are returning to school over the next while, federal funds helping to support remote learning option
* Small class sizes this year ~ 16-24, helpful for learning new COVID routines
* Orange Shirt Day and Terry Fox Runs were held – both successful
* Students will be able to dress up for Halloween on Friday, Oct 30
* Grade 8 Leadership group starting soon, as well as intermurals amongst cohort groups, Friendship groups in small numbers, etc.
* Remembrance Day ceremony will be video, shared with all classes and with families too
* Lockers coming soon for all grades

**Special Presentation:** Katelyn from Upside Teen Centre at Saanich Commonwealth Place. Programs up and running, space available – do not need to go every day to register, “walking school bus” to pick up students from ROMS to walk to Upside. Snacks available, all programs free of charge (or low cost – funding help available if needed), but must pre-register. Information on this will be posted on our PAC page.

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| * **Monday-Friday - ROMS registered afterschool drop in** 3:30-5:30
* **Monday - Upside Outdoor club** 6:00-8:00
* **Tuesday-Thursday - Youth evenings at Upside** 6:00-8:00
* **Friday Night - 2QTY drop in** 6:00-8:00
* **Nov 20 ProD Day - $20 for whole day program**
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Do you have an idea of something fun for youth? Questions? Need more info?

Saanich Commonwealth Place - **Katelyn Kennedy Young**

Phone: 250-475-7624

1. **Approval of Minutes and Agenda**
* **Motion** to approve the September minutes by Jill, seconded by Tynke. CARRIED
* **Motion** to approve the agenda by Jenny, seconded by Don. CARRIED
1. **President’s Report – Luanne & Lena**
* Held an executive meeting at 6:30 this evening to review teacher requests
* Met with Don on budget for this year
* Worked with Karen re: teacher requests and decision making
* Letter will go to all families respectfully asking for a donation toward PAC activities
* Country Grocer envelopes for receipts are coming to all classrooms – encourage students and families to submit receipts as funds go back to the school
* Jill and Luanne are working on a grant for funds to support the lunch program
1. **Treasurer’s Report/Teacher Requests - Don Mellings**
* Draft budget presented – see attached
* Revenue projected based on 2019/20 – we know this year will be different and are okay with a deficit as we have the balance to fund this
* Gaming grant came in and funds can be used only for non-curricular activities. Carried some funds over from last year.
* Still need to determine what will happen to Grade 8 funds from last year – may be possible to transfer to their grade 12 year celebration
* Goal with PAC funding is that it benefits the most students possible – whole grades, multiple classes etc. Not just one class or small group.
* Question raised about what the ‘Families in Need’ funding goes towards. Karen responded that they will buy a child their gym strip and backpack, school supplies etc. They have already spent $300 so far this year. They also will buy a Grade 8 student their yearbook (not Grade 6 or 7 though).
* “Equalization payments” are funds given to each teacher. This year 25 divisions and $200 per class. We may consider increasing classroom equalization payments beyond the typical $200 for each division due to the fact they do not have the Pizza Day revenues this year, but we will wait on this until the New Year and we see the second round of Teacher Funding requests in January.
* Don has increased the budget for the lunch program due to the increase in need this year.
* **Motion:** to approve the 2020/21 budget as presented by Don, seconded by Mariam Okwengu. The budget was voted on and unanimously passed by everyone present. CARRIED
1. **COPACS Report**
* Meets the first Thursday of every month, Julia attends for ROMS.
* They discussed distance vs remote learning. Remote learning ends on Feb 1st so options to go to SIDES or in-class
* The BC election will be using schools for polling, but public access is limited and there will be additional cleaning afterwards
* Mouthwash COVID test now available for all students. First positive case in Port Alberni
* The protocols around the testing are done through Island Health, not the school district and are done case by case
* There was talk of creating a COVID online parent forum – if anybody is interested in getting involved, contact COPACS
* Suggestion to create and fundraise for outdoor learning spaces. A covered area at the school for teaching. A couple schools have this already
* There is a Parent Education night – Parents as career coaches on Nov 9th
* Catchment areas are changing – mainly affecting Prospect Lake – increasing closer to Brentwood
* COPACS is collaborating with the Saanich Teachers Association for election Town Halls
* Can contact COPACS at: COPACS@sd63.bc.ca
1. **Grade 8 Farewell Update**
* Hoodie mock-ups are going out last week in October
* We will hold off on donation letter until the New Year so not asking parents for so many money requests right now, better idea about final year celebrations and costing in the New Year
1. **Fundraising Report**
* Dielman’s catalogue went out on Monday (Oct 19) for gift wrap
* Purdy’s and the Thrifty Foods cards for Grade 6’s will come out last week of October
1. **Yearbook**
* In past years it has been teacher Emma Cottier who has done an amazing job putting this together – taking pictures at all school and sports events (every team sport, Gr 8 farewell, Pink Shirt Day, etc.) but she is on maternity leave this year so we need someone to replace her role to get a yearbook out
* ROMS is using Future Book - $1200 to help create a yearbook, but the school still needs to take the pictures and then decide the spread – how many pages for Halloween, each sport event, etc. and we need to cull through the photos and pick the best ones for each page.
* With not as many sporting events and field trips this year, Karen would like to see more cohort pictures of activities they do together, treasure hunts, intramurals, which will start up soon, etc.
* Mrs. MacEwan would like to create a committee to work on the yearbook this year. The committee would include herself, Mr. Goy (who will take a bunch of pictures), Dana from FutureBook and **1-2 parent volunteers.** Help could be coming into the school once in a while to take pictures or to help organize and liaise with the Gr 8 parent group for baby photos
* **ACTION:** If you are willing to help with the yearbook, please contact Karen MacEwan: **All**

**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 Meetings:**

* Wednesday, November 18
* Wednesday, December 16