



## Coast Meridian Elementary April 28, 2020 PAC Agenda

**Tuesday, April 28, 2020 at 1:00pm  
Virtual Zoom Call**

- |                            |                         |
|----------------------------|-------------------------|
| 1. Meeting Called to Order | Amanda                  |
| 2. Principal's Report      | Mrs. Stark/Mrs.Flanagan |
| 3. Treasurer's Report      | Priya                   |

### **Old Business**

- |  |     |
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| 4. Approve Minutes of February meeting | All |
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### **New Business**

- |  |        |
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| 5. Preliminary budget for 2020/2021  | Priya  |
| 6. Canceled Events   | Amanda |
| 7. Fun Lunch Refunds   | Sharon |
| 8. Family Fun Night Deposit/update   | Kam    |
| 9. AGM Meeting   | Amanda |
| 10. Amendment of Constitution  | Amanda |
| a. Adding in a clause to include extended School Closures and PAC executive committee to do with AGM and voting. Include Pandemic information. |        |
| 11. Meeting Adjourned  |        |

**PAC Meeting - Principal's Report - April 28, 2020**  
**Amber Flanagan**

1. **THANK YOU** for your support for our Principal Intern, Shelley Stark! She did an amazing job filling in while I was on leave and I appreciated the support of our families and staff. Shelley is transitioning to other work, but will continue supporting our school when she can.
2. **School Projections and Staffing**-we are projected for 279 students next year; we have 26 Kindergarten students registered so far; we have been staffed for 13 divisions (down one from this year) - this can change based on our actual enrollment in September
3. **Covid 19-Continuity of Learning**
  - Thank you parents and families for your patience as we navigate this new way of learning. We know that balancing work and the social and emotional needs arising from what is happening is challenging and hard for families
  - Teachers and support staff worked hard to continue learning opportunities at home - variety of tools used - TEAMS, FreshGrade, email, Remind etc to share learning activities and connect with students and families
  - Video Conferencing is an optional tool - some teachers are using it and others aren't - depends on needs of class and teaching staff as well.
  - Technology- we have loaned iPads and Laptops to families that need it to access learning at home
  - When, and if, the government gives a return date to schools it will be a well planned coordinated effort with the whole district - priorities will continue to be Health and Safety for all with many routine procedures in place. More to come...
4. **Fall 2020** - we do not know what this will look like at this point. We are planning as though we are back, however we are fairly certain distancing measures will be in place, particularly regarding large groups, which will change the first day coffee in the gym, the open house, Terry Fox and assemblies. We won't know what this will look like until closer to Fall.
5. **CM Scavenger Hunt**- we hope families have enjoyed seeing the posters we put up around then neighbourhood. We will send a video out soon for all families to see all teachers holding their posters. This will enable everyone will have a chance to see them even if they can't do the scavenger hunt. We hope that our posters brought a smile to everyone's faces. We really miss the students!!

**THANK YOU PAC !!**

## Coast Meridian Elementary PAC Meeting Minutes

<b>Date</b>	April 28, 2020
<b>Time</b>	1:00pm
<b>Subject</b>	Coast Meridian Elementary PAC Meeting Minutes
<b>Chair</b>	Amanda
<b>Attendees</b>	Amanda, Sharon, Kam, Priya, Amy, Amber, Shelley
<b>Meeting Called to Order</b>	Meeting called to order at 1:05pm
<b>Chair Welcome</b>	
<b>Principal's Report</b>	<p>From Amber.</p> <ol style="list-style-type: none"><li>1. Thanks everyone for the support for Shelley while she was off. Shelley is still able to connect with us but for right now she's still connected with us.</li><li>2. School is an open catchment for next year. Students will not be accepted until after we know in catchment numbers the first two weeks of school in September. With schools being closed we might have more of an influx in September for enrollment</li><li>3. Not all kids are accessing at home learning opportunities and the school is working to connect with those families. School is loaning out laptops and iPads for those who don't have access to technology at home. So far we have been able to provide to everyone who has indicated a need.</li><li>4. Return to school will be directed by the district and will vary depending on size of the school.</li></ol>
<b>Treasurer's Report</b>	<p>Update from Priya</p> <p>Fun lunch shows more money than we made due to refunds sitting in the account.</p> <p>Young Actors was a little more expensive than the pre-approved hip hop that we changed from</p> <p>We've already made our budgeted income from Fun Lunch even with cancelled dates</p> <p>Treat day we've made a lot more than we expected</p> <p>Preliminary budget we can approve at AGM but we need something approved before September/October if we delay AGM</p>

	<p>Used actuals from last year in the preliminary budget, numbers based on enrollment will change</p> <p>Keeping some preliminary items at zero since we don't know what is happening next year</p> <p>Gaming application not filled out yet but working on it and hopes to complete either today or tomorrow</p>
<b>Old Business</b>	Motion to approve minutes from February meeting by Sharon, motion passed
<b>New Business/ Updates</b>	<p>6. Cancelled events update from Amanda – everything is cancelled We're not planning anything for next year yet as we don't know what school will look like</p> <p>7. Update from Sharon - there are currently \$1701.25 worth of credits on Munch A Lunch from cancelled lunches. Credits will be applied to accounts next school year once school is open. Two families have asked for refund cheques as their students are graduating. One family has asked to donate their credit to the PAC for us to buy lunch for a student that would not normally be able to buy fun lunch</p> <p>Popcorn money from cancelled Kernels treat day - hoping to hold the cash until next year or when school reopens for item pick up</p> <p>8. Fun night update from Kam – cancelled, our carnival games deposit is being held as they are not offering refunds right now. They will offer a refund once they've got some cash flow again.</p> <p>9. Update from Amanda – AGM is scheduled for June 2, we want to postpone this until after school is back up and fully running.</p> <p>10. Update from Amanda – we need to update the constitution to allow for AGM deferral in extraordinary circumstances. Add a section about extended school closures and dealing with the AGM. We have to write up a clause saying that the AGM would take place within a certain amount of time after school fully reopening. Amanda will work on this and next meeting we will vote in the changes. This will allow deferral of AGM.</p>
<b>Next Meeting</b>	June 17
<b>Adjournment</b>	Adjourned at 2:10pm