

Westwind PAC Meeting Minutes

May 27th, 2020

6:30 pm via Zoom

Welcome and Introductions

1. Approval of past minutes (January 2020)
Motion to approve by Drew. All in favour to approve by show of hands. Yes, motion passed.
2. Chair's Report - Judie
 - a. Positions to fill for next school year, 2020-2021:
Fundraising Committee Coordinator is needed
Playground Fundraising Committee Coordinator is needed
Food Days (MAL) Coordinator is needed
 - b. Thank you to the Dance Committee (Rupi, Kharmen, Vivian, John & Sandy) for an amazing job at this year's dance
 - c. Thank you to the amazing teachers, administrators and families for their outstanding efforts during distance learning.
 - d. Gr. 7 Pizza Day Fund Allocation:
Funds were raised specifically for the Outdoor Ed trip to Loon Lake, which has been cancelled due to COVID-19. **A motion to spend approximately \$1000-\$1250 of these funds on year books was proposed in the agenda distributed more than 7 days in advance of the meeting.** A vote is held and by show of hands the motion to spend approximately \$1000-\$1250 on year books is passed.
 - e. Grant Updates. We can apply for more grants in June, July and August using the 2020-2021 Budget.
3. Treasurer's Report – Sarah

April numbers

Revenue

Food days / sports day: \$11,642 of this \$13K relates to food orders that had been paid for by families but were not fulfilled due to the school closure. This amount will be repaid to families or credited to their MAL account to be used next year.

Parent dance: This committee did an unbelievable job at raising over \$10K. That represents \$11,300 of ticket sales, silent auction and liquor sales.

Other fundraisers: The fundraising committee did a fantastic job this year. The March movie night pushed this number up to where it is now. Gr 7 fundraiser is from pizza sales. We are working with the Gr 7 team to determine how to spend this money. They have a proposal for the year books that we made the PAC aware of before this meeting and so we can discuss and vote on that tonight. I know that they have a proposal for the remaining amount that we could also discuss tonight and vote on in our June meeting. Shizuka.

Expenses

Classroom allocation items are all below budget as a result of the school closure.

School programs: The special events is missing the \$6K for the gardening program which cleared in May. The rest of the \$11K relates to the winter performance, tennis lessons, golf and live theatre performances.

Student programs: these are below budget as a result of the school closure

Other: Nothing notable here.

Our revenues exceed our expenses by \$35K. I anticipate that figure to be closer to \$6,600 after considering costs not yet reflected.

Judie asks - Can we do Munch a Lunch next year? Carolyn, says quite likely 'No'. Drew asks if we are to donate our Munch a Lunch credit to the school as a donation, can we get a tax receipt. Sarah and Gina say 'Yes'. Mailing cheques to

families would be labour intensive and the cheques are costly. We are hoping to set up e-transfer. Sarah will look into having it set up.

4. Fundraiser Committee – (Gina, Rachel, Kristy and Kerri). Gina to speak:

We did a movie night before the school closed for Spring Break. Also did a snack sale on the last day before school closed and made a good amount of money. They enjoy doing them and they are a good money maker.

Although this committee is planning to step back next year, they will still do a few fundraisers to get things started. They are willing to help out whoever will take over from them. They hope to have a Pub Night in September or October, if we are allowed and if it's feasible with COVID-19. They also plan to do the Winter Bundle Sale, Two Rivers Meats and Dandy Pack.

Drew spoke up to thank the Fundraising Committee for an awesome three years!

5. Dance Committee – (Rupi, Kharmen, Sandy, Vivian and John). Kharmen to speak:

Thank you to the Community and the School Committee for your tremendous support in making the Dance a successful one.

Judie mentioned that even if we cannot have the Dance next year that we should apply for the liquor license anyway. It's a 'grandfathered' exception that we have the license. Kharmen agreed that they plan to apply for the license so we don't lose it. Judie thanked her.

6. Food Days – Jen W.:

Food days had to be cancelled for the last term of the school year because the school has been closed and now due to Covid – 19. She did not have much to add other than she has some supplies leftover from this year that were not used. We do not know when this program can resume.

Drew thanked Jen (and those who help her with Food Days) for their Hurculaen effort this year.

7. Parent Education - Laura G. not available for comment.

8. Lend a Hand Club – Judie:

Judie is passing the reigns on. She has some takers in the wind who do not want to be named yet.

9. Administrative Report. Carolyn:

It feels as though they have been walking through mud for the past few months. They spent much of Spring Break getting ready to help teachers with the changes that were coming. She is very proud of our teachers for adapting so well. They had a plan for the restart of the school. Westwind has 155 kids (out of 353) opting in and returning to school. This number is subject to change. Some of our teachers will be working on site, some remotely. She commends their professionalism and stepping up to the plate. The Resource team and the EA team are almost all back. Garmy is returning as our noon-hour supervisor. She will be working lengthened hours as the children will be taking staggered lunch and recess. The Administration is working on the Gr. 7 Farewell, including a drive-thru photobooth, where they can take socially distanced photo with their teachers. They will allocate times for families.

Sara:

Returning students will be placed into Group A and Group B. K's will have up to 10 students, Gr. 1-3 can have up to 11 and Gr. 4-7 can have up to 14 students per class. They have been helping teachers to set up rooms, training staff on health and safety. Students will be coming and going from one door. The protocols are always changing.

Judie – How do they balance remote and in class students with teachers. The answer is that teachers will be covering each other. Ones at home will support students at home if their teacher is in school.

Jen. W – Thanks the administration for the nice video they made for students (and families). We really enjoyed seeing them.

Sara:

Westwind had their Welcome to K event a little different this year. It was a drive Thru. Families were given a time and could come meet the K teachers and principals and pick a goodie bag. They also made a virtual school tour for the kids and met their possible future teachers this way.

Monika asks how many teachers are returning vs. staying home. 10 are staying home, 7 are returning.

John asks what the hours will be. They will be 8:45-2:45. Recess time will be flexible. Lunches will be scheduled and staggered between 11 and 1. You can send your child with a ball. Students will spend a lot of time outside. Group A to attend Monday and Tuesday and Group B to attend Thursday and Friday. Wednesday will be thorough cleaning of the school.

Judie – If we have answered no to sending our child back to school, can we switch to yes? Carolyn says yes mostly likely. But not after June 8th. Email or call the school to change your answer.

Carolyn and Sara have been taking shifts over the last several weeks at Gilmore school, where some students have been attending school during the general school closure. They got an opportunity to see the set up of the social distance learning environment and learn from this experience.

10. Motion to adjourn at 7:35. Passed.