

## October 21 2020 NARAMATA PAC MEETING MINUTES

**Meeting called to order:** 7.08pm Wed Oct 21

**Attendees** - Amanda Perez, Heather Romero, Stephanie Prins, Travis Petrisor, Yanti Rowland

**Guests/Staff**- Jeff Redden (Administrator),, Kathy Pierre (School Board Trustee)

**Approval of agenda** - Motion to approve Steph motion, Amanda second. PASSED.

**Approval of Oct 1 minutes** - Motion to approve - Amanda motion, Steph second. PASSED

### Reports:

- **Administrator** - Jeff Redden (Principal)
  - **Past/Current Events: September and October**
    - Had Terry Fox run, \$400 raised
    - Orange shirt day was recognized
    - Fire chief for a day - Tony Trovao brought down some prizes for the winners, hope to do fire truck once things improve.
    - First earthquake drill was done last week
    - Garden Harvest Soup - thanks to Mr Young, being served tomorrow
    - Grade ¾ going on salmon trip tomorrow to see salmon spawning
    - Provincial election is on this saturday and school is polling station
    - Picture day oct 29 (mountain west studio) - proofs and orders will all be done online
    - Halloween parade next friday in village, parents can come out to the village to see the kids - 11am/11.15am
  - **Upcoming Events: November**
    - November 9/10: : Parent Teacher interviews 12.45pm dismissal via phone or by Teams (virtual)
    - Nov 10 - Remembrance Day mini-assemblies by cohort . Grade 5's to do presentation
    - Nov 11th is Remembrance day (school closed)
    - Pro D day Nov 20
    - Thurs nov 26 Pattern Day (checkered shirts, plaid, polka dots)
  - **Upcoming Events: December**
    - Dec 20th report cards home.
    - Virtual christmas concert TBD, each class is going to perform (video, youtube link). Live at certain time but link available to watch after. Facebook live?
    - Craft day in December as well
    - PJ day on the last day before the holidays
  - District has purchased electrostatic sprayers (Clorox sprayers) x 20. Custodians have been trained on them. Starting in November the custodians will be using these.
  - District has also purchased the water bottle fillers for the water fountains. One will be installed in installed in the next few months in our school. Federal Covid funding was used for this.
- **School Board Trustee Report** - Kathy Pierre, sent report prior to meeting
  - Please see detailed School Board Trustee report, sent prior to meeting.
- **Treasurer Report** - Stephanie Prins (PAC Treasurer)
  - Have \$10,500 in term deposits. Possible second term deposit \$10,000. Gaming \$594.92, Main chq \$9910.90 Commercial high int savings \$5473.43 = \$16,000 (or \$26,000. TBD)
  - Talking to bank next week to sort out signing authority. Will clarify the various accounts and amounts at that time.

## Old Business

- **Gaming Grant Update (Heather Romero, President)**
  - Most recent application was temporarily denied as paperwork was incomplete. Heather and Stephanie have been sorting out the past bank statements and are trying to rectify it.
  - There was previously no proper process to show how the gaming grant monies were previously spent. Heather is finishing up the reports and will then send them off to the Gaming Grant branch -- should then determine how much \$ is there for us to spend so it doesn't get lost.
    - Our capability to fulfill wishlist items will depend on when we hear back from the gaming grant people next week.
    - We need to ensure we spend our full \$2500 Gaming Grant within the current fiscal year to avoid not receiving it again the next year.
- **Record Keeping** - Stephanie suggested that we purchase Quickbooks online (\$10/month for the first year, then goes up to \$20/month).
  - **\*\*\*NEED TO DO BETTER RECORD KEEPING.** Good record keeping = happy gaming grant people = them giving us more \$
  - There *may* be a free software that would work well for us. If the free software isn't sufficient, then we should utilize Quickbooks online.
  - Yanti suggesting that if there is a way to keep all the documents online in the cloud, that would be helpful. **\*\*the PAC email address already keeps all records (minutes, agendas, correspondence) on Google Drive. However, if we are able to set up a PAC website, we can also include those there for parent access.**

## **Clothing Drive Fundraiser (Yanti Rowland)**

- Approached Naramata Centre for space. They can offer 6 months at McLaren Hall for storage/sorting space. . Karla (RDOS) and Yanti are in discussion about moving the Thrift Store onto Robinson.
- Karla (RDOS) and Yanti are in discussion about moving the Thrift Store onto Robinson, and turning the Thrift Store into a 'clothing library'. The thrift store would keep the higher end donations, and the current thrift store location would have the bulk of the product. Yanti is offering to accept clothing donations still.
  - There is a LOT of winter gear - and winter is coming quickly so we need to get these clothes out to the community soon.
  - The (What's it called ) room beside the gym is being cleared out now, so the clothing could actually be sorted there. (Jeff) - could happen over the next few weeks. Grade 5s could carry the bags down. Access could be arranged for non-school hours/days.
  - Bins will need to be purchased soon and need to be the sturdy blue bins so they can be stacked.
  - Heather asked for clarification on how this will work (ie. is this strictly a lending library or is the inventory actually moving out permanently).

- **Rattler's Gear (Jeff Reddon)**
  - New kids and younger children don't likely have any school Rattlers gear yet. Jeff has talked to a company that does screenprinting, and the company is looking at revamping the logo. Will be sending out order forms to parents by early November in time for christmas gifts.
  - Chad/Val Taylor wanted to reignite the vintage Rattler gear last year for the full family (modern styles that parents would want to wear). She was looking into it last year and got in touch with a few teachers. We would need to get an update. *ACTION ITEM: Heather will talk to Val.*

## New Business

- **Meeting Minutes for Parents:** What to do with minutes? Post on bulletin board (usually) but that doesn't work right now. Facebook page? Email them out? *ACTION ITEM: School to email them out.*
  - PAC wants to determine better processes and procedures so that we're leaving things more clear and concise for this pac and for future years. 2020/2021 is a year for rebuilding and an opportunity to find positivity and to reset some previous loose ends.
  - Yanti expressed gratitude on behalf of parents as well as previous PACs as this reset is needed.
- **Halloween** - Classes usually do a party, CDC guidelines doesn't allow things to be brought from home. Teachers are asking PAC to do goody bags (peanut free). Discussion: RDOS always sponsors candy for the haunted church, so maybe they can help to sponsor treats. Usually there are lots of donors to the church event so hopefully they could donate this way. How to help serve the kids not in the school? Have available outside the school?
  - Suggestion from Amanda - Party pack pre-packaged for each kid (ie. maybe not just candy but have single serving party in a box). Group thought this was a good idea to avoid candy overload.

*ACTION ITEM:* MOTION made by Stephanie Prins to spend up to \$500 (\$5/student) on Halloween. Yanti seconded. **PASSED**
- **School Wish List for the PAC (Jeff Reddon):** the typical wish list is about \$20,000 (a lot of field trips, bussing etc). This year's total is ~\$10,000
  - Field trips: Grade 3 swimming, K/1 Safety Village, 3-4 salmon trip, 4-5 cross country skiing, year end field trip bussing. \$3500
  - \$1500 (\$300 per class) for year end activities
  - Activities: drumming workshop, tae kwon do, yoga, potentially inline skating \$3000 (\*\*Gaming Grant Eligible)
  - \$1200 Mathletics (grade 1-5)
  - Class incentives: \$100/class for extras = \$500
  - Planners \$1400
  - Literacy enhancement for books (home reading, level books, K-2: \$2000
  - New pinnies for PE - \$250 (\*\*Gaming Grant Eligible)

- o Leadership activities for year end trip, grade 5 plaques \$85
- o An outdoor portable speaker for events ~ (Yanti offered a large speaker system, Jeff and Yanti to chat after meeting). (\*\*Gaming Grant Eligible) \*\*\*On Amazon, they are roughly \$500. We would prefer to buy locally from Wentworth Music
- o A new camera/video camera for teachers to record school activities (Yanti thought that we have an orange camera that Nicole Hackworth bought ~2 years ago), to be able to send videos home.
- o T-shirts/uniforms for when the kids go out of the school for events (Yanti thought that Miss Aoki would have knowledge of what we have) (\*\*Gaming Grant Eligible)

**ACTION ITEM:** Heather Romero made a motions to support Jeff's wish list (using Gaming Grant when appropriate), Amanda Perez seconded. **PASSED.**

- **Revamped Naramata's Got Talent - Yanti - FRIDAY DECEMBER 11th**

- o **PERFORMANCE:** Lengthy discussion about the technicalities of 'Live-streaming' from the gym. Decision was made to have children in their cohorts perform on stage in front of their own class/cohort, as well as each classes Christmas performance. Each performance will be videoed, and edited into one cohesive video which will be streamed to all on Dec 11th. Performances to take place in late November/early December
  - There are a LOT of kids wanting to perform. Yanti is willing to organize that portion of it. This is also a good chance for kids to learn confidence and performing onstage. **THANK YOU!**
    - Kathy Pierre volunteered her son (BCIT grad) to handle the video/tech side. Amanda to get in touch with Kathy's son if he is interested in helping.
    - Christmas Concert portion to be shorter this year (30-45min)
    - Normally have 16-18 acts during the night (no transition time this year), so we could have up to 20 acts total.
    - To be 'live streamed' so that everyone is watching the same show at the same time. Discussed the logistics of "selling tickets" as we normally charge \$10/pp or \$30/family. Can be incorporated on honour system/buying a ticket.
- o **SILENT AUCTION**
  - We will run the silent auction online, using specific online software build for this.
  - Will allow for family/those outside Naramata to also make bids!
  - Silent Auction to be done for the week prior and closing the night as the show ends.
  - Pizza fundraiser? Perhaps LaVonne might want to do some type of fundraiser and encourage families to order pizza for the show.
  - **ACTION ITEMS:** Heather will contact LaVonne. Amanda to look into the silent auction website and will set it up. Lisa Blok to start contacting business to solicit donations.

- **Wellness Program**
  - **Hot lunch** - previously extra lunches have been ordered so that extra food could be made available. Yanti said that previously it was an option for any kids to come downstairs and pick up hot lunch if they weren't able to order it.
  - Possibility to stock a fridge with healthy lunch items for those who are hungry. No applications, no embarrassment, etc. To be discussed at the next meeting.
  - ACTION ITEM: Jeff to talk to the teachers and see where the need may be.
  
- **Proposed PAC website** - website for all parents to be able to access. Not all parents are on Facebook.
  - For events, fundraisers, announcements, to livestream the talent show, etc.
  - Jeff to let us know what the district website will offer, what the PACs capability is.
  - 'Naramata's Got Christmas' to be advertised and posted.
  - Using a proper website and email program is more efficient (and will get info out to parents who aren't on Facebook) and email is more compliant.

**Meeting adjourned: 9.39pm** by Yanti, Amanda seconded

**Next meeting set:** Thursday Nov 19, 7pm