

Lambrick Parents Advisory Council

Zoom: 7:00pm,

Wednesday September 16, 2020

MINUTES - DRAFT

LAMPAC Executive for 2020-2021:

PAC Presidents	– Sarah Ball & Larisa Hutcheson
Treasurer	– VACANT – <i>Can you help?</i>
Secretary	– Sheri Yager
VCPAC Rep	– Pauline Robertson
Member at Large	– Cecelia Velasco, Wanda Shum, Tammy Austin

Also in attendance: Gord Mitchell, Sandy B, Derek C, Lisa Woo,

1. **Welcome!** Introductions and Call to Order: 7:04pm
Larisa and Sarah welcomed everyone as co-chairs.
Roundtable of introductions.
Past Chair Lisa Woo spoke of some benefits of attending PAC meetings and kindly offered to help when we have questions. Lisa also thanked all her PAC members in the past and especially her co-chair Lesley and Treasurer Derek.

A quorum is 6 for LamPAC.

2. Approval of **Prior Minutes**: June 3, 2020 **Approved**

3. Approval of **Agenda**: **Approved**

4. **Overview of LAMPAC's role & year to date** - President - Larisa
Our website lays out the Parents as Partners approach to promote the well-being of students. *The purpose of LAMPAC is to foster meaningful parent/guardian participation in all aspects of student education and contribute to a sense of school community at Lambrick Park Secondary School. Reminder: All parents and guardians of students at Lambrick Park automatically belong to the Lambrick Park Secondary Parent Advisory Council (LAMPAC). We welcome your attendance at meetings and/or participation in PAC activities.*

Please reach out to lampac2015@gmail.com with any questions.

- a. **Donation Drive**
On-line only this year. We may consider a second, specific call for donations as the year progresses and we have more information.
- b. **Thrifty Smile Cards**
We are set up for the school year 2020/2021. There is a stack of Thrifty's Smile Cards

available in the school office. Any money loaded onto these Thrifty Smile Cards results in a donation of 5% of the amount from Thrifty's to the LamPAC.

As in, if you spend \$100 to load your Smile Card, Thrifty's will give an additional \$5 to the school. We usually earn \$1000 to \$2000 per year through this very low key fundraiser.

We will provide a card to all students new to the school via A block. Gord will have them delivered from the office to the A block classes. If you would like a card for you, a friend or a family member, please email lampac2015@gmail.com.

c. **Purdy's chocolates**

Maybe later...covid considerations.

d. **Lunch Program**

Due to the covid pandemic, we cannot run a hot lunch program at this time. This will be a significant financial loss as hot lunch provided our greatest source of fundraising revenue.

We may be able to reconsider later in the year in a more covid-safe format.

We have to avoid having students congregate.

e. **Special Events:** Moon Fest, Breakfast for Champions, Staff Appreciation Lunch, Chaperone opportunities

Covid had caused significant changes including to our special events. For instance, we do have a 50 person maximum. We will have to "think outside the box" for special events during the pandemic.

5. **Treasurer's update** – We need a Treasurer!

The past Treasurer Derek and past President Lisa Woo have kindly offered to help with the transition for the new Treasurer and get them all set up with.

To function, a PAC must have a Treasurer to track revenue, spending, bank accounts and sign cheques. The Past Treasurer (Derek) has left the system in a **very good** state – well organized with clear processes to follow for each month.

Without a Treasurer, there is not a LamPAC and we must forfeit receiving the annual \$10,000+ provincial gaming grant to PACs based on student enrollment that we get just for having a PAC and filing the paperwork correctly.

Because covid cut the year short, we didn't spend about \$3000 on items we had approved.

We ran a purposeful \$9000 deficit in 2019/2020 because we had a high balance and ran the risk of not getting the gaming grant and because we wanted the students and staff to benefit from the funds raised during their time at Lambrick.

We ended our fiscal year in August 2020 with \$16,000 in the bank.

Derek things we conservatively would fundraise \$10,000 this year, mostly from the Gaming Grant.

We bank with Coast Capital Savings.

The Budget request forms have been provided to Gord to send to staff. We will have to let them know that this year will be different from recent years as we will not have as much fundraising dollars to spend as nearly all fundraising activities will be reduced or stopped this year.

Budget process: Budget request forms circulated to staff and reviewed by PAC in Sept/Oct and Jan/Feb to allocate funding each term.

6. Emergency Preparedness – Lesley has kindly replenished granola bars, water, and hand sanitizer to set us up for 2020/2021. We have an Emergency kiosk.

Please note, Lesley no longer has a student at Lambrick so we could really use a new Emergency Preparedness Coordinator. Cecelia offered and will connect get the key and an update from Lesley. Thanks Cecelia!

7. Administration Report – Principal Gord Mitchell

- Lots of moving parts for covid safe return to school. Hybrid model with some in class and some on-line instruction.
The 2 start times need some work to avoid congregation. We may return to one start time. Decision will be broadcast.
- The students are taking the precautions seriously.
- The 50/50 split of A to L and M to Z by last name may need to be changed to balance the size of the groups.
- We have a Quarter system with 2 classes every 10 weeks. Generally, students attend 5 mornings and 2 afternoons per week.
- Gord asked the PAC members for feedback and parents provided positive feedback on systems put into place, as well as a thanks to the admin, teachers & staff for all the hard work to get us ready for school in a pandemic.
- Course changes in the current circumstances are very difficult and requests were much fewer this year.
- Federal Funds for covid mitigation – Gord has met with staff and will put in a request for additional funds for under 3 priorities:
 1. Additional staffing:
 - a. custodial support esp. female to provide support for washroom and changeroom cleaning without having to shut them down during the day
 - b. In-classroom support
 - c. Reduce class size
 2. PPE, hand sanitizer, cleaning cloths, safety equipment, etc.
 3. Resources to support the longer (2.5 hour) class blocks.

Gord asked for PAC input or if there are any other items. No new items suggested.

- Photo Day is Monday September 21 in the Library – masks not required in photos.

8. Action Items

Lunch Program BF for future agenda

9. **New Business:** Thank you for your years of service with LAMPAC - Lisa Woo & Derek & Lesley & Faye and also thank you for offering to help with the transition to a mostly new PAC Exec in 2020/2021.

10. Adjourn: 8:08

**LAMPAC is your voice! We encourage you to participate.
Contact your Executive anytime at lampac2015@gmail.com**

*** Next meeting Oct. 7 2020 @ 7:00 Everyone Welcome
The zoom invitation will come in an email from the school. If you cannot find it, please
email lampac2015@gmail.com to ask**