

Meeting Minutes

Forest Grove Parent Advisory Committee Meeting
September 23, 2020

Present: Kurt Gurney (Principal), Janet Ambrosio (Chair), Selena Yip (Vice Chair), Angela Cook (Treasurer), Erika Hospina (member-at-large), Beth Zapadka (Secretary), plus 37 parents

Action items for next meeting 

Meeting called to order: 7:00PM

Welcome and introductions

Principal's Report

- Please see attached Principal's Report
- Skiing – There was an inquiry about ski club this year. Lessons were offered at Mount Seymour in the past but Mr.Gurney also mentioned a Whistler ski day lesson option. **Mr.Gurney to check if there is teacher support.**

Executive Report – Janet Ambrosio

- PAC Direct Donation Drive notification has been sent out and closes at end of November. Donations are encouraged via School Cash Online to reduce handling of money and cheques.
- PAC will explore British Columbia Teacher's Federation (BCTF) presentations for parents for later this year.
- **BCPAC membership to renew to continue work on PAC bylaws.**

Motion to pay \$75 for an annual BCCPAC Membership.

Moved by Selena Yip. Seconded by Janet Ambrosio. Motion passed.

Treasurer's Report – Angela Cook

- Please see attached Treasurer's Report
- **Mr.Gurney volunteered to inquire whether the Saleema Noon workshop is moving online.** Program is typically held in the Spring every other year.
- New signer is Meagan Carver to replace a signer that has left the school.
- Please see attached letter from Maggie Lu, Forest Grove scholarship recipient.
- **Budget for review in October's PAC meeting will be sent with next meeting invite**

Motion to approve the Treasurer's Report and update signer to Meagan Carver.

Moved by Angela Cook. Seconded by Selena Yip. Motion passed.

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Committee Reports

DPAC – Erika Hospina

- September meeting was attended by Erica. Health and Safety is a priority (discussed ventilation improvements, addition of custodial staff).
- Many things up in the air due to COVID; other PAC's in the same position with hot lunch program and events on hold or cancelled.
- Upcoming PAC 101 and Leadership Forum on Diversity

Fun Lunch – Meagan Carver

- Program on hold at this time and trying to decide how to proceed
- New e-mail address: forestgrovehotlunches@gmail.com
- Angela Cook to update existing hot lunch letter to inform parents that we hope the program will continue later this year, but a refund is available for those that wish to request it.

Health & Safety – Adrienne Chow

- \$100 budget in case lice checks are allowed later in the school year

Emergency Preparedness – Erika Hospina

- Allergen-free notices to go out to parents to give them an opportunity to pack 1-3 day supply of food specific to their allergies for use in case of emergency
- Some allergen-free snacks will also be added to the main emergency supply

Parking/drop off – Meagan Carver

- Parking area is better than prior years as fewer people are driving.
- Parents and community members have complained about speeders in the area, which resulted in more police presence. That support helped.

So Fun – Amanda Kelloway

- No annual Monster Mash this year but there is interest in putting together a committee to plan something fun that is COVID-friendly. Please e-mail amandakelloway@gmail.com if interested in joining or have ideas to share.
- We need to keep in mind that parents cannot mingle with students. We realize this is the opposite of community but health and safety trumps it right now.
- Primary event and Cultus Lake field trip will likely be cancelled.
- Book fair will likely be held online.

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Non-Event fundraising - Athena Turner

- Due to health and safety considerations, fundraisers requiring in-person distribution will be limited or eliminated for this year.
- Stay Safe course was a great fundraiser last year and hopefully can be repeated this year with St. John's Ambulance. The event would be held in the Spring, if safe to do so, and held on a Pro-D day like last year.
- Thank you to Nicole Gladish who volunteered to research grants.
- Thank you to Meagan Carver who volunteered to look into corporate donations. Please email Meagan at meagan_carver@hotmail.com with ideas.

Seed to table program – Selena Wong on behalf of Barb McMahon

- Barb extends a Thank You to those involved in the program thus far.
- Seed to table program will be continued once cohorts and health and safety protocols are established for the program - may be intermediate children only, and only outdoors with 2-meter distancing
- Roughly \$4K raised via GoFund to date. Cost to run full program is roughly \$20K per year so fundraiser efforts are continuing.
- Fundraising idea to put together a recipe booklet will be explored
- Use of gaming grant is being considered towards funding of the program and will be voted on at the October PAC meeting, by which time we will also have updated health and safety protocols.
- Program will be tailored to the funds received.

Teacher appreciation

- Thank you to Alex Hogan who volunteered to take this on!
- This committee is to arrange something special for our teachers to show appreciation. It can be as much or as little as your time allows – once per year/month or anything in between.
- If anyone is interested in helping Alex or has ideas to contribute, please e-mail forestgrovepac@gmail.com.
- Budget is \$450.
- Forest Grove has 28 teachers. 43 staff in total.

Grade 7 Grad – Brenda Nicholas

- Traditionally there is a 3-night sleepaway camp plus a dinner and ceremony, but it may look different again this year due to COVID.
- Grade 7 camp was already booked to reserve our date and we hope it won't require cancellation considering this camp's strict health and safety protocols.
- Mr.Gurney to provide Brenda with the Grade 7 parent distribution list and help with scheduling a Zoom meeting.
- Brenda to provide Mr.Gurney with Jpeg images of hoodies to vote on. Hoodies cost \$35-40 and are not subsidized but helping families that cannot afford one will be considered.

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Website & Social media – Kim Yuen

- Good way to engage parents and the community.
- Have 300 followers
- Great resource for parents to get more info about PAC.
- Can't post pictures of students unless pre-approved and content is strictly PAC related.

New business

- Mandarin Program – Some issues have been raised related to the program and its transition into high school.
 - Adrienne Chow proposed to form a committee. Please inform Adrienne or the PAC if you'd like to join. (Kim Yuen showed interest in joining.)
 - Separate distribution list and Zoom meeting will be set up
 - [Adrienne to send info to Mr.Gurney with a meeting agenda](#)
 - Anything pressing can be added to the main PAC meeting minutes to keep the whole community informed
- Forest Grove and PAC logos were discussed
 - Current Forest Grove logo is an indigenous sanctioned raven logo, and current PAC logo is a forest grove
 - Recommendation was made to align the two logos, and to ensure any indigenous art protocols are followed with indigenous-style artwork.
 - Thank you to Kurtis Findlay who has volunteered to help. He has been involved in a logo update as part of his last PAC and does that for work.
 - If we wish to proceed, further discussion is required and committee would need to be formed to bring together the direction, get input from kids, etc..
- Community spirit program & shirts, masks, lanyards – Suggestion was made to produce some school-themed products to stir up some school spirit
 - Mina, Selena's neighbour, led the last t-shirt order and would have more info about the logo and process. Thank you to Kim Yuen who volunteered to take this on.
 - Angela Cook displayed a colourful customized lanyard that could be used for masks and volunteered to take this on.
 - Please e-mail the PAC with any other ideas
- More information on various community programs including Big Sisters Go Girls, Children of the Street, and ultimate frisbee will be communicated in upcoming newsletter and/or via Forest Grove PAC FB page.

Motion to adjourn @ 9:00PM

For more information please feel free to email the PAC at forestgrovepac@gmail.com

PRINCIPAL'S REPORT– SEPT 2020

Recent Events:

1. Staffing Update
 - a. New staff this year or notable changes:
 - i. Derrick Li – Teaching grade 5/6 Mandarin
 - ii. Sandeep Sharma – Educational Assistant in Grade 3/4
 - iii. Melody Routely – Educational Assistant in Grade 2/3
 - iv. Cherish Lau – Teaching grade 1 Mandarin (not official until tomorrow evening)
 - v. Elisa Blackford is back from Mat Leave – Teaching grade ½ English
 - vi. Kristy Fiello – New office support clerk as Ms. Desbiens has moved to Capitol Hill as the head secretary.
2. We also have 4 EA Practicum Students at Forest Grove until November...it's great having the extra support.
3. Thank you parents
 - a. Thanks for all your patience around the communication issues we've been having this year...you've been INCREDIBLY patient.

Upcoming Events:

1. Picture Day tomorrow
 - a. We'll be using the Community Room and will be having standing poses only (so students are not touching anything)
2. Pro-D Day on Friday
 - a. Focus for the day will be in 4 main areas:
 - i. Social Emotional Learning – especially regarding anxiety
 - ii. Indigenous Education
 - iii. Outdoor Learning
 - iv. Health & Safety Protocols
3. Orange Shirt Day (Sept. 30th)
 - a. Recognition of the harms caused by Residential Schools and to learn from previous mistakes
4. Terry Fox Run (Friday, Oct. 2nd)
 - a. Planning on 3 different routes and to have each cohort running at different times in the afternoon
 - i. We'll need parent volunteers and spotters
 - ii. Goal is to raise \$1/student (like Terry's goal of \$1/Canadian) with a reward – online pledges only



Treasurer's Report

September 23, 2020

Prepared by Angela Cook ange.d.cook@gmail.com

1. Cash & bank account balances:

Account Name	Balance
Bank – General	\$ 42,536.10
Bank – Gaming	\$ 1,602.19
Bank – Class B shares	\$ 11.17
School – Walk A Thon	\$ 38.58
School – Direct Donations	\$ 7,940.17
Total	\$ 52,128.21

2. Munch a Lunch – we owe families **\$6,292.30** in credits for COVID cancellations
3. Direct Donation Drive – we have received **\$0.00** to date.
4. Float – \$200 float has not been issued.
5. Operating Grant – The school district provides an operating grant to PACs each year. This amount is \$118 per school plus \$0.17 per full time student. We have \$173.08 from 2019/20 + \$172.06 from 2018/19 for a total of \$345.14
Reported June 7, 2020
 - a. These funds are to spend on (and must be reported by June 19):
 - i. Parent education (paying for speakers, sending parents to workshops and conferences)
 - ii. Parent communications (parent newsletters, bulletins, subscriptions)
 - iii. Parent/volunteer support and recognition
 - iv. Parent committee operations (meeting expenses)
6. Deposits – If you have cash or cheques to deposit please use a deposit slip (found in the PAC Treasurer's letter tray in the school office) and email me to let me know there is a deposit. Deposits should be left in the school safe.
7. Cheque Requisitions – If you need to be reimbursed from PAC please fill out a cheque requisition form, available in the school office in the PAC Treasurer's letter tray. Please include all receipts and email me to let me know that your paperwork is in my letter tray.
8. Gaming Grant – Applied April 10, 2020

Thank you letter from Forest Grove Elementary Alumni Scholarship recipient:

Dear Forest Grove Parent Advisory Committee,

I was so pleased to learn that I was the recipient of the Forest Grove Elementary Alumni Scholarship! I am writing to thank you for your generous financial support towards my post-secondary education.

I am planning to move out of province and attend the University of Toronto to pursue a bachelor's degree in commerce. This scholarship is very meaningful to me as it will help me and my family reduce the cost of continuing my education in Ontario.

Thank you again for investing in my future, I will be sure to put your kind contribution towards achieving my goals.

Sincerely,

A handwritten signature in cursive script that reads "Maggie Lu".

Maggie Lu