



Parent Advisory Council Meeting (Virtual) MINUTES

Monday January 18, 2020

7:00 – 8:00 PM on Zoom

In Attendance: Alikie Knight, Ben Boon, Dagne Fortin, Kim Campbell, Melissa Walker, Rahim Rajan, Nazira Rajan, Jen Cram, Shari Virjee Tanada, Jaclyn Fairburn, Tamara Van Wyck, Tracy Loree, Nathalie Nebel, Zahada Ahmad, Diana Araya, Sara Smilie, Tristan Crowther (Principal), Lindsay Davidson (Teacher),

Topic	Comments	Presenter
Welcome	<ul style="list-style-type: none"> - Meeting was called to order at 7:03pm - Agenda for the meeting was approved (Rahim, Dagne) - Minutes from 11/09/2020 meeting were approved (Melissa, Jen) - Note: past meeting minutes are posted to the PAC website 	Alikie Knight
By-laws	<ul style="list-style-type: none"> - Kim provided an update on the process to rewrite the PAC bylaws - Draft revised bylaws were posted to the PAC website in Dec 2020. - PAC members were advised (through notice for the meeting via class representatives and social media channels) to provide feedback to the PAC at emaildpac@gmail.com. - One PAC member provided feedback before/at the meeting and requested to defer the vote to approve. Feedback from this member was reviewed and considered. Discussion ensued. - No other feedback was submitted before/at the meeting. - Ben Boon moved, and it was seconded by Dagne Fortin, to approve the revised bylaws. Motion carried by an 87.5% majority (one member voted against, one member abstained). 	Kim Campbell
DPAC & Windsor FOS Update	<ul style="list-style-type: none"> - Shari Virjee Tanada provided an update regarding a “PAC 101” presentation from a recent North Vancouver Parent Advisory Council (NVPAC) meeting. NVPAC is the District Parent Advisory Council for the North Vancouver School District and acts as a liaison between PACs, parents and the School District. - Key points related to how PACs function in terms of communication, scope of PAC business, meeting order, meeting guests, social media 	Shari Virjee Tanada
Teacher's Update	<p>Teacher Mme. Lindsay Davidson (Kindergarten French teacher) thanked the PAC, on behalf of teachers and staff, for the staff recognition (coffee gift cards) provided before the winter break. She indicated that the administration transition from Mme. Wheatley to Mr. Crowther as principal has been very smooth. The library will be hosting a book sale in the next couple of months.</p>	Lindsay Davidson
Principal's Update	<p>Mr. Crowther provided an update on various matters:</p> <ul style="list-style-type: none"> - Emergency response supplies: PAC is responsible for funding of emergency response supplies for the school. PAC (Melissa Walker) has been working with Mr. Crowther to inventory existing emergency response supplies and replenish necessary supplies. - Construction update: parent feedback regarding construction progress and site cleanliness has been appreciated and addressed. Completion is 	Tristan Crowther

	<p>expected at month-end and contractors will be doing work on January 25th (professional day) to expedite completion.</p> <ul style="list-style-type: none"> - Teaching and learning: Mr. Crowther highlighted their ongoing focus, amid safety protocols during the pandemic, on teaching and learning. He mentioned that some staff member will be attending courses focused on literacy and numeracy in the primary grades. There is also work underway, across the school district, around school planning. More information can be found at: https://vibrantlearning.sd44.ca/school-planning/ 	
<p>Emergency Response Planning</p>	<p>Melissa Walker provided some information regarding emergency response:</p> <ul style="list-style-type: none"> - Emergency release: Consider who is listed on your child’s emergency release form - individual(s) should live close to the school; ensure your writing is legible <ul style="list-style-type: none"> o A PAC member asked if the school forms could be made electronic, to avoid legibility issues – Mr. Crowther will review and revert back to the PAC. - Emergency readiness: consider your family’s readiness for various emergencies that are relevant in our community (e.g. forest fires, earthquakes, flooding) - Emergency supplies: review your emergency supply kits – key items are water (4 litres of water/person per day, food and sanitation (e.g. toilet paper) - More information can be found at: <ul style="list-style-type: none"> o North Shore Emergency Management: www.nsem.ca o Province of BC: www.gov.bc.ca/getprepared <p>Alikie indicated that a home emergency kit fundraiser was planned for February 2021 to align with the work with the school to update their supplies.</p>	<p>Melissa Walker</p>
<p>AOB – Brief PAC Updates</p>	<ul style="list-style-type: none"> - Emergency supplies budget: Dagne provided a brief Treasurer’s update. The 2020/21 budget included a \$4,000 provision for emergency supplies. A review of required emergency supplies indicated that \$5,500 was required. Many of these costs will be one-time or non-annual costs. A PAC executive meeting was convened in December to approve a \$999 increase to the budget. In addition, non-budgeted revenue of \$501 (\$201 from Art Cards, \$286 from silent fundraising activities and proceeds from the Spirit Wear fundraiser) will be used to cover the remaining costs. - Silent fundraisers: Dagne provided an update on some “silent fundraisers” that we have with local businesses <ul style="list-style-type: none"> o <i>COBS bread</i> – please mention “Dorothy Lynas” at the Parkgate or Park & Tilford and our PAC will receive a portion of the sales. - Spirit Wear update: Dagne provided an update on the Dorothy Lynas spirit wear fundraiser which raised \$318. Thank you to Hannah Welwood for organizing this popular fundraiser. - DL Staff Recognition: – Alikie provided an update on Dorothy Lynas staff recognition given current social distancing restrictions. Staff and teachers were provided with a card and coffee gift card prior to the Winter Break. 	<p>All</p>
<p>Adjournment</p>	<ul style="list-style-type: none"> - Next Meeting: Monday March 08, 2021 from 7-8pm on Zoom - Future meeting dates posted to PAC website (www.dorothylynas.com) - Meeting adjourned at 7:53pm 	<p>Alikie Knight</p>