



**Boundary Parent Advisory Committee (BPAC)**  
Minutes

Annual General Meeting (via Zoom)

October 7, 2020

**Attendees**

Claire Ferrier (Chair)  
Tina Szykowski (Vice Chair)  
Julie Block (Secretary)  
Henry Chow (Treasurer)  
Sabrina Ferrari (Member at Large)  
Sue Cleall (Member at Large)  
Nicole Durnin (DPAC Rep)

Tim MacLeod (Principal)  
Ilona Wardas (Vice Principal)

Julie K.  
Kathy L.  
Irene T.  
Nicole K.  
Tania K.  
Flor D.  
Alessandra C.  
Angie H.  
Carma S.

Nadine R.  
Negar S.  
Mike F.  
Jill C.  
Michelle C.  
Ryan Q.  
Firas A.  
Lorenne B.  
Cory O.

The Meeting was called to order at 7:08 pm.

A quorum was declared.

Thanks to the BCCPAC – BC Confederation of Parent Advisory Councils – and the North Van PAC for securing Zoom 100 licenses for use by schools all over BC. North Van PAC has two of these licenses and we are able to use one for this call - and for future calls provided scheduling allows. This is saving individual PACs a lot of money (\$150 annual fee) in Zoom licensing fees!

We are also able to hold this meeting online because of a Ministerial Order which remains in force while the current state of emergency exists, allowing BC societies to hold virtual or electronic members' meetings.

We will be using the Poll function in Zoom to take votes on motions. You can use the Raise Hands button at the bottom of the screen to make and second motions.

Tina Szykowski made a **MOTION** to approve the Notice of Meeting which was posted for two weeks prior to the meeting. Seconded by Sabrina Ferrari. Motion was approved.

Irene T. made a **MOTION** to approve the Agenda. Seconded by Nicole K. Motion was approved.

Tina Szykowski made a **MOTION** to accept the Minutes of the previous Annual General Meeting June 18, 2019. Seconded by Sabrina Ferrari. Motion was approved.

**Chair's Report (Claire Ferrier)**

See report at end of document.

**New Business**

We have already run one successful fundraiser this new school year. We partnered with The Bakehouse in West Vancouver to offer fresh pies and sold 99 of the 100 pies available. We made almost \$500! Pies will be given out on Friday in time for Thanksgiving. Thanks, Tania, for getting this fundraiser going, and for Astrid on the hot lunch database.

We did not send out a paper contact form this year to streamline the process, cut down on the handling of paper for hygiene reasons, and reduce the number of handwritten forms for parents. We are asking all parents to please register on hotlunches.net so we can contact parents without having to go through the school.

Class reps – we are still looking for Class Reps for the following classes: Wilson, Falconer, Fletcher, Coward, Meyer, Siddall, Hall.

We have a Samosa fundraiser which is open now.

Upcoming fundraisers decided on for now are Well Fed (15%, frozen meals), Purdys (25%) for Christmas, and Indigo (percentage 15% of online sales). The artwork is underway for the Card Project and cards and notebooks can be purchased in time for Christmas. There will also be Family photos and the Grade 7s will be selling masks – bobcats masks!

For the front of school project, we have the money set aside for this and we voted on a contractor and a design at a PAC meeting earlier in the year. However, it has proved difficult to meet with the school district to finalize the plan, and ultimately, they did not like our choice of wall, deeming it unfit for school use and child play. We are still determining something suitable but it is looking like it will cost a bit more, so we may be back raising a little more money for this. In the meantime, our funds are sitting in a GIC earning us some interest. It is a shame as it would have been nice to have a useable space outside especially in the current situation.

We have no social events to report on.

### **Treasurer's Report (Henry Chow)**

Henry Chow presented the budget and the financial statements as per the Treasurer's Report shared at the meeting.

At the end of the 2019/20 year, we had approximately \$70,000 in assets including \$56,000 in cash and cash equivalents. We have raised a lot over the past few years and have put it in GICs. We had approximately \$28,000 in Liabilities which includes \$10,000 for the Teacher's Wish list. That money will be spent on projectors. There are about 14-15 projectors that need replacing over the next three or four years, so we will replace three or four a year. There is also deferred revenue of \$16,313 which is hot lunch revenue from last year that did not get used due to the school closure.

Our operations for year-end included about \$60,000 in revenues which is less than last year as we had to stop the hot lunch program in March due to COVID-19. We raised \$6,500 at the Parent Social and did well with the samosa fundraiser as well. We were not able to do the Carnival which is also a good fundraiser for us. We had \$25,671 in fundraising revenue at the end of the year.

There are two budget options for 2020/21: one with hot lunch and parent social revenue and one without. We are planning and proposing other fundraising initiatives which include Well Fed, Purdy's, Spirit wear, Indigo, samosas, family photo night and the card project. We won't completely replace our fundraising of previous years. We will receive a gaming grant which we'll budget for special speakers. We want to move forward with the front of school project. If we continue to delay, the costs will increase. Other expenses include classroom support and fine arts initiatives. Since we just spent \$2,000 in May for the library, we will decrease funding this year.

We are financially secure even with the challenges of COVID. We have \$63,000 in GICs; \$25,000 designated to the front of school project. With a limited cash flow of \$6,000 or \$7,000/year, we would have enough for five years if COVID continued.

Nicole Durnin made a **MOTION** to approve and accept the financial statements dated July 31, 2020. Seconded by Nicole K. Motion was approved.

Sue Cleall made a **MOTION** to accept proposed Budget for the 2020/21 year. Seconded by Nicole Durnin. Motion was approved.

### **Election of Board of Directors (Claire Ferrier)**

We have lost two directors since the previous AGM. Irina S. had to step down early in 2020 due to increasing work commitments. Gillian P. has now left the school community following her son to Argyle. I'd like to acknowledge Gillian's contribution of 13 years as a Boundary parent with 11 of them on the PAC. Thanks for all her hard work!

The good news is that the rest of the Executive will continue, including one new addition. Tania Kennedy is seeking election to the Board as a Director-at-Large. She has already spearheaded the pie fundraiser this month, took a leading role in the organization of the parent social in February and did all the work with the contractors seeking additional quotes for the front of school project.

So, the directors who are nominated are:

Claire Ferrier	Chair (re-election)
Tina Szykowski	Vice-Chair (re-election)
Julie Block	Secretary (re-election)
Henry Chow	Treasurer (re-election)
Astrid Damburg	Hot Lunch Coordinator (re-election)
Sarah Christian	Director-at-Large (re-election)
Sabrina Ferrari	Director-at-Large (re-election)
Karen Tinto	Director-at-Large (re-election)
Nicole Durnin	DPAC Rep (re-election)
Sue Cleall	Director-at-Large / Events Coordinator (re-election)
Tania Kennedy	Director-at-Large (new election)

Nicole K. made a **MOTION** to elect the proposed Board of Directors for 2020/21. Seconded by Nicole Durnin. Motion was approved.

### **Principal's Report (Tim MacLeod)**

#### **School Start**

The school start this year went very smooth considering all the changes we had to put in place. We are almost at full capacity with 98% of the kids back in the building. People are being cautious to keep their kids home when sick and staff are staying home when sick too. Kids have fallen into routines quite easily with lots of handwashing and a lot of kids wearing masks. There are different start times for primary and intermediates, as well as different recess and lunch times so less kids are outside at once.

We've had to reinvent old routines for things like Orange Shirt day (did a video), Meet the Teacher Night, student announcements, technology use and Food Access. For social distancing within the cohort, we keep the kids apart as much as possible. For Thanksgiving and Remembrance Day, we will film class activities and put them into a movie for everyone to enjoy.

#### **Health Protocols**

We have had more kids and staff being sick and absent from school. People are making the safe choice and keeping their kids home three to six days sometimes. We've had high attendance the last few days. If we have a situation where COVID-19 occurs, there are strict protocols on the District website. We will always follow direction from Vancouver Coastal Health.

#### **MS Teams**

Teachers should use MS teams to communicate with their students although some use websites and email too. We are trying to minimize the platforms they are using as it can be tricky if you have three kids and have to manage multiple platforms.

Each teacher should be posting a weekly Window into the Week which is a synopsis of what is coming up. It will help students who are away to have continuity of education. It's the expectation that if a student has to self-isolate because of COVID, the school will still provide education.

#### **Second Step (Ilona Wardas)**

Ilona's job is 75% instruction and 25% administration. She is heading up the Second Step program and is currently supporting the Gr. 6/7 classes for 35 minutes each week. We've been given the online license to use the social emotional learning program and teach students life skills to be emotionally healthy and connected. The kids are really engaged. They are important skills for kids to have as they prepare for bigger challenges. Ilona moves within five cohorts (wears a mask all day) supporting teachers and using strict protocols.

## **Other Business**

### **What is happening with sports teams?**

Tim is part of the North Vancouver Elementary Athletics Association. Sports are suspended until the new year. At this time, we can't use the gym and sports equipment and high touch areas need to be cleaned. In June, the focus was surface areas, now more of the focus is on airborne spread. We need to be careful.

### **What is happening with fine arts performances?**

We are trying to restructure performances to five or six performances a day, following protocols. Some will be outdoor or smaller workshops. No prices yet. We appreciate the funds the PAC gives us for this.

Saleema Noon has been booked in February. It will be an online program. Fortis BC is also coming online/interactive.

There was no further business and the Meeting was adjourned at 8:17pm.

Note: see attached Chair Report below



## **Boundary Parent Advisory Council (PAC)**

### Chair Report 2019-20

October 7, 2020

Our previous AGM was held in June 2019 – which seems like ten years ago! In my annual Chair report, I usually give a summary of all the things we did throughout the year – this one starts on the usual lines but of course ends a little differently.

So, with little inkling of what was to come, we started back last September with a sunny “Welcome Back” Ice Cream Social. In October we put on Babysitting and Stay Safe courses, and hosted Jesse Miller presenting on internet and social media. In November, we tried out a new photographer for Family Photo Night, and *The Greatest Showman* was the chosen movie for the first movie night of the year. Hot Lunch, Brown Bag Lunch, and the Fruit and Veggie program continued as usual. We raised funds through the Card Project with the students’ artwork, and hosted our Winter Skate at Karen Magnussen.

In the Winter term, we decided to press on with the Parent Social earlier than in previous years, and what a great decision that turned out to be! Held at the end of February we raised over \$6,000 and had a fantastic evening at Wildeye, and I must give credit to Sue, Nicole, and Tania who really pulled out all the stops to organize the event.

Then, the rest of the school year was derailed by COVID-19. In person schooling was put on hold, and teachers scrambled to move classes online. The teachers did an amazing job in the most difficult of circumstances. I won’t forget our first Teams call of grade 3s and 4s all excitedly yelling at once, so happy to see each other and bringing their pets and favourite toys to the screen! PAC events were put on hold, and of course holding the Carnival was out of the question. At that time, we just wanted to offer what support and help we could, to our teachers and to our community. We went through our emergency bin and donated the N95 masks we had there to Lionsgate hospital. And a tech-savvy parent at Boundary set up a dedicated email address for those parents who needed assistance or had some questions about the technology being used.

When we had the option to return to classes part time in June, it was nice to see that more than half of the Boundary community returned. And after the summer break - and a couple of extra days - regular school life returned with a New Normal. I’d like to take this opportunity to thank Tim and Ilona and all the teachers and staff for the excellent job they have done in providing a safe return to school. It has been a huge amount of work but worth it to have the kids back in class and getting back into some routines.

Looking forward to the new school year, we obviously have to make some changes in how the PAC operates. Online meetings and sales fundraisers are in – movie nights and socials are definitely out! At the moment we can’t run the Hot Lunch program either. So, we will be putting on a lot more small fundraisers which we hope you will be able to support.

I’d like to thank my PAC executive for all their support this past year. We have some enthusiastic and committed parents on board, which makes my job easier, and I definitely couldn’t manage without all Henry’s hard work keeping us in good financial shape.

Thank you everyone.

**Claire Ferrier**  
**Chair, Boundary PAC**