



**PAC Meeting Minutes
January 14, 2021**

Meeting called to order: 19:03

Attendees:

Brynn Belisle
Kelly Knill
Tara Mason
Jennifer Branston
Kris Doerksen
Stacie Graham
Lori Weston
Michelle Sawyer
Koryn Heisler
Nicole Jenkins
Kylie Mains
Sanjeet Johal
Joanna Lane

Approval of Agenda: Tara Mason, Stacie Graham

Motion to pass November Meeting Minutes: Tara Mason, Kelly Knill

Discussion:

● Admin Report – Sanj Johal & Joanna Lane

- Joanna gave an introduction and her bio
- Sanj gave his introduction and bio; “parents are partners” and “door is always open”
- School re-opening went very smooth with the transition of the new principal; initial feedback has been very good
- Health and safety measures continue as-is and the school is doing very good with it; the students are fine with the measures and settling in well
- First fire drill of the school year was held today; 285 staff and students exited the building in under two minutes (estimated time was four minutes); the students were SILENT during the drill and walk back inside which was very impressive! The second drill was to take and report the attendance within 8 minutes and the school completed this drill in 6.5 minutes. Again very impressive!
- Principal communication and school updates will mainly be via Twitter – many tweets a day!
- Newsletter will be sent to families once a month; generally last Thursday of each month. The next newsletter will focus on traffic safety, school planning and school goals
- Met with Constable Yamashita of the RCMP regarding a traffic situation between a parent driver and student attempting to cross Carnation St. to get to school. As well, they discussed parent drivers using residential driveways to turn-around, parking in the staff parking lot and at the crosswalk which is clearly marked with No Stopping signs. Perhaps an RCMP “Bones” officer cut out can be used at the school to prevent these situations. Constable Yamashita committed to having more of a presence at the school in the future
- Joanna’s update focused on the school calendar and plan which are both posted on the Seymour Heights school website; 3 goals are listed there:
 - SEL (social emotional learning “2nd Step”)
 - Diversity – Orange Shirt Day, Black Shirt Day, Student of the Month (Primary & Intermediate)
 - Communication / Feedback
- Reminders – Calendar is posted on the school website; Stacie Graham noted you can sign-up for smart phone notifications

● Treasurers Report- Kelly Knill

- Hot Lunch Program still on hold and not generating any income; credits to be returned to parents or rolled over to next school year
- Neufeld Farms funds final funds raised \$917; will run program again in June for BBQ season
- Spirit Wear distributed before the holidays; awaiting final invoice from printing vendor to pay

- More teachers are spending their classroom allowances; deadline for submitting receipts in Friday, Mar. 12th (before Spring Break)
 - Two projectors have been ordered (\$1,514.46)
 - Emergency kit backpacks will be placed in every classroom (budget \$1,000); Kelly sourcing and purchasing the backpacks
- **Fundraising Ideas**
 - Any fundraising done this year should have a specific need or use; a specific need at the school or things that people can use i.e. coffee, Cobb's, plants, etc.
 - It is a good idea to have some money in the bank to kickstart the school year in the Fall
 - 2 or 3 fundraisers to be run through the end of this school year
 - Neufeld Farms – BBQ season
 - Mother's Day
 - Gr 7 Fundraiser like the Pad Project whereby the students sold small succulent plants and the funds were donation to the Pad Project
 - Fundraising programs to be determined and executed by the end of the school year
 - Mason family volunteered their driveway as a drive-by/drop-off location to distribute goods from fundraising programs
- **Year Book Update**
 - Teachers are taking photos around the school; received many from Ms Nicolls (Div 10); perhaps Joanna and/or Sanj could remind teachers to take photos and send to PAC Chair
 - Yearbook kit and online account has been secured with Herff Jones
 - Committee to come up with yearbook theme and review design options
 - Lori Weston has volunteered to help with putting together yearbook
- **Grade 7 Committee Update**
 - Completed 2 bottle drives and raised over \$500
 - Have a couple of ideas for legacy gift and gathering quotes to determine fundraising needs
- **Family of Schools**
 - All 5 schools now participating in the FOS – Seymour Heights, Sherwood Park, Dorothy Lynas, Lynnmour & Blueridge; Windsor Secondary still outstanding but have been in touch with the Secretary for involvement
 - No update as next FOS meeting is Friday, Jan. 15th. Update will be provided at next FOS meeting
- **DPAC**
 - Have been very busy with many meetings and planning several presentations

- Looking for more interested members for DPAC
- **Adjournment**
 - 19:51 Brynn