



École Ross Road Elementary

Parent Advisory Council

Parent Advisory Council (PAC) General Meeting Minutes

Date/Time: November 3, 2021, 7:05 – 7:50 PM

Location: via Zoom

Attendees: Alana Prashad, Beck Williams, Beth Foskett, Christy Gold, Connie Young, Denise Dehestani, Dorina Jeske, Emily Newton, Laura Jamieson, Marie Jacobson, Nicole Cutura, Dominic Brecher, Linda Munro, Nicole Ginsberg, Sari Kondis

Regrets: Dana Samis, Jennifer Bryan, Laks Kutty, Micol Zarb

Guests: Kate Lechleiter (Principal), Bridget O'Brien-Kopacek (Vice Principal)

Denise began by acknowledging and thanking the Coast Salish people whose traditional territory North Vancouver School District resides on. She expressed our gratitude to the Squamish Nation and Tsleil Waututh Nation and we value the opportunity to learn, live and share educational experiences on this traditional territory.

1. Welcome and Call to Order

- a. Denise called the meeting to order at 7:05 PM.
- b. The meeting agenda was accepted by the majority as presented at 7:05 PM.
- c. Motion to approve the May 20, 2021, annual general meeting minutes as presented by Denise was unanimously accepted at 7:06 PM.

2. PAC Chair Update (Denise)

- a. Denise gave a brief overview on the purpose of the PAC.
- b. PAC Fundraising
 - MunchaLunch
 - Art Card Project – kids have finished art and information has gone out to parents.
 - Winter Fundraising – Poinsettias and Purdy's chocolates
 - Spirit Wear
 - Ongoing Fundraisers (percentage of sales comes back to the PAC) - Well Fed, MaxFruit, Two Rivers Meats, Oliver's Labels, Cobs Bread, and Moojoes Reflective Gear

3. Administration Update (Kate Lechleiter and Bridget O'Brien-Kopacek)

- a. The administration update is attached as an addendum to these minutes.

4. Financial Report (Dorina)

- a. "Profit & Loss" statement and the "Balance Statement" are attached as an addendum to these minutes.
- b. Dorina noted that we have accrued expenses of \$6,388.41. The majority of this amount is allocated from the prior school year (\$5,000) and was allocated for a pottery class that we couldn't offer due to COVID-19. Kate explained that if a pottery class is not possible due to COVID-19 considerations, she would investigate a virtual session or something that can be done outside that would likely be PE focused as the best possible options in light of COVID-19 considerations. The PAC confirmed that Kate and Bridget will move forward with planning for the \$5,000 for a special learning opportunity for students this school year.
- c. Denise explained that in the past, the PAC has approved the teachers wish list at the AGM at the end of the school year. With the PAC fundraising success last school year, we wanted to purchase teacher wish list items earlier in the school year so that the families that helped raised the funds would also benefit from them. The budget expenditures for voting are:
 1. MacBook Laptops x 10 (cost \$10,190) – majority voted in favour
 2. Rainbow Tables x 5 (cost \$2,800) – majority voted in favour
 3. Classroom Physical Education (PE) Equipment (cost \$5,000) – majority voted in favour
 4. Classroom Learning Tools (cost \$2,500) - – majority voted in favour
 5. Document Cameras (cost \$400) - – majority voted in favour
 6. Chair Slippers/Hushh-ups (cost \$5,500) - – majority voted in favour
 7. Physical Education (PE) Equipment for Gym (\$1,000) - – majority voted in favour
 8. FM Systems (cost \$3,000) - – majority voted in favour
 9. Learning Assistance Class (LAC) iPads and Covers x 4 (cost \$2,000) – majority voted in favour

5. North Vancouver Parent Advisory Council (NVPAC) Update (Alana)

- Please click [here](#) for BC PAC President Andrea Sinclair's presentation to NVPAC last week. A takeaway from the meeting is that there is no master list of emails for parents from across the province for COVID-19 updates.

6. North Shore Safety Council (NSSC) (Alana)

- The first North Shore Safety Council Meeting is tomorrow, November 4, 2021, and Alana asked for feedback from the PAC on health and safety strategies regarding traffic. Denise has a visual from the RCMP that explains how to help with parking and traffic safety that she is investigating having donated to be made into a sandwich board. Kate raised that she would like the traffic cones to be out all day but the challenge is who would bring them in at the end of the day. Alana to ask at the meeting for recommendations. Kate also confirmed that the cones can be kept in the school and she has spoken to Valet Coordinator, Ed Lathioor, regarding this.

7. Canadian Parents for French (CPF) Update (Alana)

- The next meeting is November 4, 2021, and Alana will reach out to Kate on the sociocultural grants.

8. New Business

- Beck asked if it was possible to have student volunteers for the valet. Kate answered that new training that is required for students to volunteer and it requires a significant amount of training and coordination. Alana to bring forward at NSSC meeting.
- Dorina asked whether the lunch monitors program will be coming back. Kate explained that due to COVID-19 this was suspended but following recent communications from Superintendent regarding these restrictions, they are now working through logistics right now to be able to implement student lunch monitors again.
- Nikki asked if the library furniture that was ordered last year has been delivered. Kate confirmed that it was delivered last year and the students are enjoying the new leather couches, they look great, and are easy to keep clean.
- Dorina asked about whether parents would be allowed in the classrooms again to volunteer with reading and Kate confirmed that this will be a longer process due to COVID-19 considerations.

9. Meeting adjourned at 7:50 PM.

Next Meeting Date:

- PAC Executive Meeting, Wednesday, November 17, 2021



École Ross Road School

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Admin Update for PAC Annual General Meeting November 3, 2021

The School Community of Ross Road strives to support potential for all that values diversity and is built in a safe and caring environment. Ross Road is welcoming, caring and inclusive. We foster a culture of engaged learners and critical thinkers who are responsible and respectful. As a school community we promote a sense of belonging for all.

Important Health and Safety Reminders

Please continue to monitor your children closely for illness.

- Complete a [Daily Health Check](#) and Stay Home when sick
 - [K-12 Health Check app](#)
 - Refer to the BCCDC's [When to test for COVID-19 document](#)
 - Staff, students and families can also use the BCCDC online [Self-Assessment Tool](#)
- Remind your child to practice proper hand hygiene
- Send a mask!!
- Don't forget to send a water bottle
- For school exposure notification information from the school district please check [HERE](#)

Parent/Guardian and Teacher Conferences-Sign-up OPEN tonight

This year at Ross Road we are trying something a little bit different. Families will be able to book a conference to meet with their child's classroom teacher **before** report cards are published in December. This conference provides an opportunity for students, parents/guardians to collectively reflect on student learning early in the year. The emphasis is on goal-setting and student self-reflection. **Early dismissal dates are Nov 16, 17, and 18 at 1:50pm.**

Please read the attached letter that provides step-by-step instructions on how to sign up. If you cannot make any of the times your child's teachers has scheduled, please contact the teacher directly by email. Sign-up will close on **Sunday Nov 14**. After that time, you will need to contact your child's

teacher directly. We are able to have in-person meetings. Teachers may offer in-person, virtual or a hybrid model. Your child's classroom teacher will provide more specific details on what to expect and how to prepare.

How to prepare for a conference:

- Ask your child what they love about school, what is going well, and what they feel particularly proud of
- Ask them what things are harder and what strategies they are using to deal with those areas that require further growth
- Finally, set a goal with your child
- For any in-person meetings please use the outside classroom door to enter/exit, wear a mask and complete the daily health check (QR code) (for an upstairs classroom, adults may enter and exit at the main entrance)

Remembrance Day

On Wednesday, November 10, we will recognize Remembrance Day with a school-wide virtual assembly. Ross Road students will be exploring the importance of "remembering" and acknowledging our capacity to contribute to a peaceful and just society where all human rights are respected. Many classes are preparing a contribution to share at our virtual assembly.

Report Cards

They are published online on December 10th.

November 12th, 2021 Pro-D

Next Friday, Ross Road staff members will be learning about 'thinking routines' that positively impact student engagement, learning, and development as thinkers. Visible Thinking involves using thinking routines, documentation, and effective questioning and listening techniques to enhance learning and collaboration in any learning environment.

Ecole Ross Road School

Balance Sheet

As of 1 November 2021

	1 Nov 21
ASSETS	
Current Assets	
Chequing/Savings	
100 · Cash and cash equivalents	
101 · Vancity - Operating	64,149.79
102 · Vancity - Savings	16,355.44
105 · Vancity - Gaming	18,011.24
106 · Vancity - Shares	6.73
Total 100 · Cash and cash equivale...	98,523.20
Total Chequing/Savings	98,523.20
Total Current Assets	98,523.20
TOTAL ASSETS	98,523.20
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
305 · Accrued Expenses	6,388.41
Total Other Current Liabilities	6,388.41
Total Current Liabilities	6,388.41
Total Liabilities	6,388.41
Equity	
350 · Opening Balance Equity	26,176.66
360 · Retained Earnings	23,776.43
Net Income	42,181.70
Total Equity	92,134.79
TOTAL LIABILITIES & EQUITY	98,523.20

11:22 AM

2021-11-01

Accrual Basis

Ecole Ross Road School

Profit & Loss

July 2021 through June 2022

	Jul '21 - Jun 22
Income	
415 · Bank Interest	2.05
455 · Extra Fundraiser	
456 · Extra Fundraiser - revenue	160.00
Total 455 · Extra Fundraiser	160.00
470 · Food Days	
471 · Food Days - revenue	39,399.42
472 · Food Days - expenses	-5,134.45
Total 470 · Food Days	34,264.97
484 · Gaming grants	10,580.00
490 · Miscellaneous	
491 · Miscellaneous - revenue	40.81
Total 490 · Miscellaneous	40.81
Total Income	45,047.83
Gross Profit	45,047.83
Expense	
600 · Admin expenses	75.00
630 · Classroom Discretionary Fu...	122.04
700 · Library Replenishment	2,444.34
740 · Principals Fund	224.75
Total Expense	2,866.13
Net Income	42,181.70