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| **Welcome**  | **7:00 pm - Call to Order** |
| **In Attendance** | Tara Caffrey, Dora Groumoutis, Eileen Fujimuro, Susan Roy, Kushal Samy, Cheryl Neufeld, Norman Chow, Michelle Li, Heather MacEachern, Draco Wang |
| **Adoption of Agenda** | Agenda presented by Tara. Agenda was adopted as presented: moved by Cheryl and seconded by Eileen. All in favour. Motion passed. |
| **Chair Update - Tara Caffrey** | * New Chair and Co-chair
* PAC Meeting Schedule 2020-21
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| **Administrator****Report -** **Susan Roy**  | * Continuing to go smoothly at school
* 5 students returned from Transition Learning (TL) in November
* Seismic construction continuing in the school – still in phase 1 until the new year; things are going well; loud work happening later on when the instructional work is not going on
* Innovation grants – communicating student learning using proficiency scales to track student progress and using portfolios for ongoing feedback and information re: kids’ learning
* Report cards for in-class students who are not using portfolios are being sent home Dec 17
* TL students will get report cards in January
* Booked two virtual experiences – Haida story telling and virtual indigenous dance performance
* Pre-recorded Remembrance Day assembly in November; very proud of that
* Noticing that especially with seismic upgrading going on, the school continues to remind parents to try to find appropriate parking and pull over in safe and legal spaces
* Working with liaison officers to help keep everyone safe in the school and deliver the safe parking message
* Pro-d Day virtual meeting with Mike Charlton re: site-specific emergency preparedness and new protocols; in-school students will get a re-unification form, in the event schools need to be dismissed outside in the event of an emergency (e.g. have people identified who are allowed to pick up the children)
* Earthquake supplies are stored in a large bin outside
* Band teachers would be assigned for 1 term at a school at a time; ours is Nancy Kwan, coming to talk to the classes this week and starting instruction the following week until spring break; will take place in the gym for adequate distancing between the students; 4 different classes taking band; 30 minutes between classes when chairs will be wiped
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| **Treasurer’s Report - Eileen Fujimuro** | General AccountCash balance: $37,118.32* Expenses: $336.00 for Munchalunch account cost

Gaming AccountCash balance: $12,380.43* No change from last meeting

Budget Approved. Motion passed.  |
| **Fundraising/****Food Days - Dora Groumoutis** | * Staff ideas for donation drive - outdoor mats, different outdoor play structures
* Donation drive - suggestion to give tax receipts, tell parents there will be limited fundraisers this year due to this year's circumstances
* 2019-20 Munchalunch Credits - not much, about $150
* Richmond School District will reimburse for Food Safety training course
* No Fruit & Veggie program (Susan)
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| **New Items** |  |
| **Fundraising** | * Focus on cash donation drive for now and look into other ideas (Michelle will draft parent email)

COVID-safe Fundraising Ideas:* Mabel's Labels and Oliver's Labels (20% commission, no end date)
* Look into partnering with restaurants - White Spot (Kushal), Dora (Pizza Factory)
* Spiritwear and masks - was previously school run but it is something PAC can take on
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| **PAC Constitution -** Tara Caffrey | * Discuss updates of PAC constitution (circa 2003) to reflect current PAC roles
 |
| **Adjourn** |  |