



# MINUTES

## **Willoughby Elementary School PAC Meeting**

January 18, 2021

The meeting was called to order by President C. Bennett at 7:02 pm.

11 in attendance. 8 Voting Members.

### **Principal's Report**

Kindergarten registration opened today until March 31<sup>st</sup>. All information is available on the school website. In-person registration is by appointment only. Please call the office to book an appointment or submit registration online. P. Giovani suspects there will be 3-4 Kindergarten classes.

Fifteen new students have started at the school in the past two weeks.

An email will be going home after spring break regarding the new school (Donna Gabriel Robins). Only Kindergarten students need to register (via the School District website). Current students in the new school catchment area will be automatically registered.

Parents are again reminded not to park in the spots designated for Staff. Not all staff begin before 8:30 and those arriving later need to be able to park. This has been an ongoing issue. Parents are reminded they can park at the church if they would like to accompany their student to class.

Celebrations for Valentine's Day and Chinese New Year will look different this year. Paper Valentine's will be allowed, but no treats, gifts, pencils, chocolates, stickers, etc. Lunar New Year will be celebrated, and staff are working on a plan. Since February 12<sup>th</sup> is a Pro D Day, the holidays will be celebrated on the 10<sup>th</sup> and 11<sup>th</sup>.

FSA testing for Grade 4 students was pushed back from October to February due to COVID. There is a possibility it will be pushed back again, however students will have to complete the tests at some point. There is also a Student Learning Survey that will be administered. Every four years two classes from randomly selected schools do an international reading testing as well. Willoughby has been selected this year. Grade 5 students will complete the voluntary MDI test. Information should be coming home this week.

### **President's Report**

Cobs Bakery in Walnut Grover provided a donation of just over \$300 from their Dough Raiser Fundraiser. The new owner is continuing the program. Families are asked to mention Willoughby Elementary when they shop at Cobs and five percent of the sale will be donated to the school.

C. Bennett spoke with DPAC about the new PAC at Donna Gabriel Robins Elementary. Anyone interested in being involved can speak to her directly. The PAC has to be in existence for a year before they can receive a gaming grant. It is tradition for schools to donate to a new PAC, but not mandatory.

## **Treasurer's Report**

The PAC Financial Accounts were reviewed for both the General & Gaming Accounts for November and December 2020.

General Account & Gaming Account

- November and December 2020 – motion to pass R. Rathjen, R. Peck 2<sup>nd</sup>.

It was noted that interest has not been received since October. A. Malli will look into the issue.

## **Secretary's Report**

The November Meeting Minutes were submitted for approval

- Motion to pass A. Malli, R. Rathjen 2<sup>nd</sup>

## **District PAC (DPAC) Representative Report**

The main topic of the November DPAC meeting was planning in the event winter break was extended. Thankfully, it did not come to this. The School Board is asking that donations be directed to outdoor spaces over tech currently, due to this year's learning needs.

The \$300 for emergency funds was a one-time offering, which we have used.

## **Committee Reports**

- Spirit Wear
  - R. Leong reported that Anti-Bullying Pink Shirt sales are currently open until January 24<sup>th</sup> through Munch-A-Lunch. They will be delivered approximately two weeks after orders close. The surplus spirit wear is also selling well. P. Giovani will put the Pink Shirt flyer in this week's newsletter. Staff will order shirts through her.
- Compassionate Support
  - R. Rathjen reported that bottled water has been replenished (fountains remain closed) and there is plenty of food for students who need it.
  - Snow boots were purchased for a student in need and the families that received gift cards were grateful. P. Giovani will keep PAC updated if further needs arise.
- Community Values Coupon Book
  - If any students found a Golden Warrior prize, please contact [willoughbypac@gmail.com](mailto:willoughbypac@gmail.com) to claim your Dairy Queen kid's meal voucher. There are still five unclaimed.
- Gift Card Fundraiser
  - M. Gobin reported that \$27,755 in gift cards were sold, for a profit of nearly \$1,700. This was over double what was ordered last year.
  - C. Bennet thanked M. Gobin and C. Sellers for running the fundraiser.
  - M. Gobin noted that she requires reimbursement for paying back an order that overpaid by \$15. A. Malli will issue a cheque.

## **Old Business**

- Tree Installation
  - E. Matthews and K. Muuren have done a great deal of research and received quotes from a couple landscapers. Quotes have come in shockingly high. One grant was received last year for approximately \$5,600.

- K. Muuren and A. Webber walked the property earlier this week and created a plan to submit to maintenance for where they would like trees to be planted and which kinds. E. Matthews is getting quotes from nurseries. Maintenance will either decide to install the trees and have a supplier or direct us to hire a company.
- Playground Updates
  - K. Muuren presented multiple options for accessible playground equipment. PAC requested she find out if the accessible swings can be installed on our current swing structures. It was decided to proceed with a swing for now and potentially fundraise for more equipment in the future. The swings cost approximately \$1,000 each.
  - The Buddy Bench PAC initially wanted to purchase from Home Depot is not up to District standards. K. Muuren is waiting to hear back from an approved vendor on pricing for a Buddy Bench.
- DQ Fundraiser
  - 53 cakes were sold for a profit of \$265.

### **New Business**

- M. Gobin noted that a new Pastor has been hired at the church across the street. He and his family will be moving into the house next door. It was suggested that we give them a welcome basket and thank you cards for allowing parents to use their parking lot.

### **Next Meeting**

The next meeting will take place on Tuesday, Feb. 16, 2021 (due to Family Day on the 15<sup>th</sup>) at 7:00 pm through Zoom.

The meeting was adjourned at 8:04 pm.

Respectfully submitted for approval at the next meeting by: L. McDonald, PAC Secretary