

## **Rutland Middle School Parent Advisory Council (PAC)**

**Monday September 28th @7pm**

### **ZOOM Meeting Minutes**

#### **2020/21 RMS PAC Executive**

President: Marie Howell

Vice-President: **Vacant – requires an individual**

Treasurer: Jodi Schmitke

Secretary: Angela Scheming

COPAC Representative: Rachel Hurley

Hot Lunch Coordinators: Teresa Banka

#### **Administrators**

Principal: Rod Baruta

Vice Principal: James Geen

#### **1. Welcome, Attendance & Introductions:**

**Attendace:** Marie Howell, Teresa Banka, Angela Scheming, Shawn Fennell, Becky Ingbritson, Tory Hills, Teresa Banka, Chantell Arsenault, Jennifer Gelz, Sue Ito, Rod Baruta, James Geen, Chris and Coreen Fisher, Jodi Schmitke, Rachel Hurley, Janice Howell, Michelle Greer, and Viktoriia Hnatovska.

- 2. Adoption of Agenda** -- No additions or deletions - Motion to accept – 1<sup>st</sup> – Sue Ito, 2<sup>nd</sup> – Janice Howell
- 3. Adoption of May 2020 Minutes** – Motion to accept -1<sup>st</sup> -Sue Ito, 2<sup>nd</sup>- Janice Howell

#### **• Principal's report – Attached**

Updated list of symptoms has been reduced to 7 —Fever, chills, cough or worsening chronic cough, shortness of breath, loss of sense of smell or taste, diarrhea, nausea and vomiting

- Lunch time is in 2 different groups/times so that children can socially distance outside
- Biggest difficulty is for children to consistently remember their masks when not in their cohort.
- The vast majority of masks provided by the district have been handed out.
- Administration would like to encourage children on campus, when outside of their bubble, to wear their masks.
- If feeling sick - Be cautious, remove yourself from your workplace/school, monitor yourself,
- Bathrooms are trying to be cleaned 2x per day however due to the huge demand on the custodial staff to sanitize the classrooms 2x per day, this has been challenging – they are looking to hire more help.
- Janice Howell asked - Should a case of COVID be detected in the school? Marie provided answers to these questions based on her work experience with Public Health. Marie Howell provided information that the Communicable Disease Department would be responsible for determining who needs to be notified, who needs to isolate - this is NOT the schools responsibility. These decisions are all based on an assessment and interview of the individual who was positive.  
Further both Rod and Marie stressed the importance of confidentiality this is extremely important to all involved.
- Marie raised that gender neutral bathrooms need to be reassessed - boys are finding them uncomfortable as some boys are urinating all over the place and some girls are not comfortable being in the same bathrooms as boys during this particularly sensitive time in their lives. Within the Safety Plan the idea of assigned washrooms were for specific

Cohorts. This will be re-evaluated due to concerns raised several parents with female students.

## 5. Reports

**5.1 Treasurer** -- See attached report. We will lose out on a lot of the funds - hot lunch, fundraisers, however we won't get the same funding requests. Motion to accept -- 1st - Sue Ito, 2nd - Jennifer Gelz

**5.2 Hot Lunch** – Refunds have been issued to remaining Families.

**5.3 COPAC** –report given by Rachel Hurley

- Flexibility has been given about how the money can be used under the gaming grant this year.
- Criminal Record checks must be up to date - for the executives.
- Constitution and Bylaws it is suggested that they be updated to include ZOOM meetings – Marie has requested example from COPAC.
- October 7 is the next COPAC meeting
- School Board is looking for cleaners, noon hour supervisors (12-1), additional funding has been provided for this as children need to be outside.

## 6. New Business

**6.1 Goals and purpose of RMS PAC** -- It is the parent voice at the education level - definitely not just to fundraise! Our schools are not funded enough - so we do complete some fundraising. However, primary purpose is so that parents have a voice regarding the building and our students. Facebook PAC is not for advertising or to air grievances; it is solely to provide information for the parents.

**6.2. Vice President Position** – we require a parent/guardian. – Unfortunately, Cori Nelson can no longer be in this position as her child is currently not attending the school. We need to have someone step into this position so that from a legal standpoint we will have a full standing PAC and a third signing authority – please speak with Marie if you are interested in filling this position.

**6.3 Amendment to Minutes for Signing Authority** – we will have to make this change once we have a new VP.

**6.4 Bursary Recipients** – Thank you cards – Jocelyn and Mickayla. Received the \$1000 RMS bursary. They were both very grateful and really needed the funds to pursue their higher education.

**6.5 Fundraising for 2020/2021** – The Purdy's fundraiser is a possible no touch fundraiser however due to large amount of orders – a large area is required to organize the orders – traditionally done in the cafeteria. As this is not possible this year – this is on hold at the moment. Furthermore, since basically all the field trips have been cancelled – there shouldn't be too many funding requests. The Gaming account rules state that the money must be used with 3 years of receiving it.

Another idea for fundraising was Spiritwear – however due to the fact that children can't try them on for size due to COVID – this has also been made very challenging – ideas on how to make this work were put forth and will be reviewed. Rachel has also been asked to find out at the next COPAC meeting what other schools are doing for touchless fundraisers.

7 Additional Items – No Additional Items

8 Adjournment – 8:03pm.

Next meeting has been changed to **Monday, October 19<sup>th</sup> at 7pm by ZOOM.**



## Rutland Middle School

PAC meeting

Sept 28, 2020

### RMS Administrative Report:

1. School re-opening has gone quite smoothly all things considered. We are continually reviewing procedures and policies to take into consideration things we did not initially anticipate or plan for. (scheduling)
2. All of our plans and procedures are based on Provincial and district policies. These are regularly revised.
3. Availability of masks for students. Each student and staff member has been allocated two masks for anyone requesting them. They can be requested from the classroom teacher or the office.
4. The biggest challenge we are facing is students not wearing masks in common gathering areas before and after school. Please assist us by reminding your child that before school while they are waiting entry, and after school, they must wear a mask on school grounds.
5. Current enrollment is up slightly from last year. As of today, there are 573 students attending. Last year we were at 561 in June.
6. Early dismissal days. Oct. 1 and 2. Appointments by Zoom.
7. Orange shirt day. Sept. 30
- 8.

**TREASURER'S REPORT**  
**FINANCIAL REPORT FOR THE MONTH SEPTEMBER 2020**

**ASSETS:**

|                     |           |                  |
|---------------------|-----------|------------------|
| GENERAL ACCOUNT     | \$        | 22,636.12        |
| INVESTMENT ACCOUNT  |           | 2.79             |
| GAMING ACCOUNT      |           | 3,954.43         |
| <b>TOTAL ASSETS</b> | <b>\$</b> | <b>26,593.34</b> |

**OPERATING INCOME AND EXPENSES FOR THE MONTH**

|                 |    | Current Period | Year to Date  |
|-----------------|----|----------------|---------------|
| Hot Lunch       |    |                |               |
| Revenues        | \$ | 363.56         | \$ 50,618.99  |
| Expenses        |    | 5,538.17       | 40,204.13     |
| Income/(Loss)   | \$ | (5,174.61)     | \$ 10,414.86  |
| Purdy's         |    |                |               |
| Revenues        | \$ | -              | \$ 1,504.25   |
| Expenses        |    | -              | -             |
| Income/(Loss)   | \$ | -              | \$ 1,504.25   |
| Big Brother     |    |                |               |
| Revenues        | \$ | -              | \$ 500.00     |
| Expenses        |    | -              | -             |
| Income/(Loss)   | \$ | -              | \$ 500.00     |
| Popcorn         |    |                |               |
| Revenues        | \$ | -              | \$ 1,291.50   |
| Expenses        |    | -              | 529.20        |
| Income/(Loss)   | \$ | -              | \$ 762.30     |
| Interest        |    |                |               |
| Revenues        | \$ | 0.50           | \$ 14.36      |
| Expenses        |    | -              | -             |
| Income/(Loss)   | \$ | 0.50           | \$ 14.36      |
| RMS Spirit Wear |    |                |               |
| Revenues        | \$ | -              | \$ 2,600.00   |
| Expenses        |    | -              | 1,892.88      |
| Income/(Loss)   | \$ | -              | \$ 707.12     |
| PAC             |    |                |               |
| Revenues        | \$ | -              | \$ 75.00      |
| Expenses        |    | -              | 495.84        |
| Income/(Loss)   | \$ | -              | \$ (420.84)   |
| RMS             |    |                |               |
| Revenues        | \$ | -              | \$ 12,182.61  |
| Expenses        |    | -              | 21,206.19     |
| Income/(Loss)   | \$ | -              | \$ (9,023.58) |