



Dr. Penner P. A. C. Meeting Minutes
Tuesday October 27, 2020
6:30 p.m.

Present: Alana Sigurdson (Chair); Sonia Marrone; Michelle Marinelli; Kuldeep Sahota; Nicole Mager; Lois McKay ; Shelby Turman ; Afua Mante; Dayna Hiebert

1- Call to Order and Treaty Acknowledgment – Alana Sigurdson

- Introductions
- Role of Dr. Penner PAC

2- New Business

- Request for new business for discussion from the floor
- Shelby requested to discuss distribution of PAC meeting information through other means.

3- Secretary's Report – Sonia Marrone

- Review & Approval of PAC meeting Minutes from June 2020
- Sonia made a motion to accept the minutes from June 2020, Michelle seconded, motion carried

4- Finances / Treasurer's Report –Michelle Marinelli

- Review & Approval of Financial Report for June: motion to accept June financial report, Kuldeep seconded, motion carried
- Proposed Budget for 2020-2021 school year: Michelle has started the budget for 2020-2021. Alana reported that staff appreciation will be coordinated by PAC and distributed at early dismissal staff meetings which will include pre-packaged treats and other goodies. Michelle would like to make a motion to approve funds for incidentals (\$200) and staff appreciation (\$300) for a total of \$500 until further decisions are made regarding future events (e.g. end of year event), Shelby seconded, motion carried.

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5- President's Report – Alana Sigurdson

- PAC meetings for school year: we will aim for monthly virtual PAC meetings, but if attendance is low then we will move to meeting every other month. Dr. Penner PAC Executive Council met with other PACs in our family of schools (Darwin and Minnetonka) to discuss ideas and exchange information about PAC during the pandemic. Darwin School has decided to pause on PAC activities and Minnetonka also has significantly reduced PAC activity.

- Update on PAC Annual General Meeting and Executive elections: due to the pandemic, we missed the AGM and election in the Spring 2020. As a result, PAC will not do an AGM given all that is happening for families until Spring 2021.
- Request to amend PAC constitution:
 - Following the end of an executive member's term (or dismissal if applicable) the vacant executive position may be assumed by any current elected executive committee member without an election. Should an executive member assume a new position, thus vacating their current position, then that position shall then be available for nominations at the next AGM. If two executive members express interest in moving into the same executive position, then voting will take place as per the usual process.*

Parents can review this proposed change to the PAC Constitution for a month (as outlined in the Constitution) and a motion to accept the change and will be voted upon at the next PAC meeting in November 2020.

- Penner feeds our community drive: PAC will plan a food/supply drive each week in November 2020 in order to provide needed food and supplies for families in our community. School staff will place bins outside the school so that families can drop off items each week based on the theme for the week. Parents can also contribute a money donation toward this initiative. A letter will be sent to parents shortly outlining the schedule and procedure for this fundraiser.
- School Fundraising: we are not planning to do traditional fund raising this year given the pandemic and some families are struggling financially. In the Spring 2021, this will be re-evaluated based on the status of the pandemic

6- Teacher's Report – Mrs. Mackay reported that students and school staff have pivoted very well during the pandemic including students wearing masks when they are not required to do so. She discussed the benefits of outdoor learning, connecting with community members, and students leaving a present for community members who have demonstrated kindness and engagement with Penner teaching staff and students.

7- Principal's Report – Mrs. Mager reported that routines and procedures at Dr. Penner are solid and consistent with public health recommendations and orders. She continues to be impressed with the teaching staff's abilities to pivot their teaching and curriculum amidst the pandemic. She also reported that students and parents have also worked hard to prepare students for following recommendations. Physical distancing is continuously measured to ensure compliance. A QR code is also used for all incoming visitors for contact tracing. Mrs. Mager reported that there are computers that are available for all students Grades 3 to 6. Students in Grade K, 1 and 2 do not have individual access to computers at the time. Student conferences will be November 18 and 19, 2020.

The LRSD Town Hall is occurring tomorrow evening (October 28, 2020). Dr. Penner will be featured as part of the Glenlawn Family of Schools during this event. Mrs. Mackay will present on behalf of the school in addition to Mrs. Mager.

8- New Business

- Discussed distribution of PAC meetings more widely such as through social media or in other ways. Mrs. Mager discussed using MS Teams for PAC meetings as well as sending home paper-based invitation/reminder for PAC meetings. Shelby reported that it would be easier to have the meeting information to be sent on the day of the meeting to help parents locate this information easily. As a starting point, Alana will send a reminder to Mrs. Mager to send out to Penner parents on the day of the meeting. Communication will be reviewed at subsequent meetings to determine if further communication is needed.

9- Adjournment @ 8:00pm. Shelby made the motion, Michelle seconded, motion carried.

9- Next Meeting: November 24, 2020 at 6:30 p.m.