

George Jay PAC Meeting
16 September 2020
6:30-8:21 pm
Virtual Meeting over Zoom

In attendance

Executive: Andrea Walker Collins (President), Sam Albers (Vice President), Zeta Lay (Treasurer),
Roberta Hamme (Secretary), Leslie Rewega (Member-at-Large)

Staff (incomplete list): Melanie Postle (Principal), Sarah Winkler (Vice Principal), Leila Durzi
(Family Liason), Aly Mackay, Rebecca Bathurst-Hunt

Parents (incomplete list): Miranda Blue, Colleen Danks, Cara Gibson, Maritia Gully, Barbar Leij,
Ryan Mijker, Ayesha Nazneed, Sarah Sweeney

1. Meeting called to order at 6:30pm. Welcome and recognition of traditional territories (Andrea)
2. Agenda accepted as displayed.
3. Effective Communication (Zeta) – Zeta presented an effective communication tool contrasting Debate vs. Dialogue as an aid to discussions during meetings (see attached).
4. Minutes of 13 May 2020 meeting accepted.
5. Reports on previous action items
 - a. Thank you cards for Wellburn's and Victoria police (Roberta) – Last spring, kids made thank you cards for Wellburn's Market who distributed food to George Jay families when they closed and for Victoria Police who increased their patrols around the school. The PAC wrote thank you letters as well, and these were all delivered to much happiness.
 - b. PAC safe (Zeta and Sam) – A new safe for the PAC has been purchased and is currently at a parent's home. Mel has made a service request for installation.
6. Principal's Report (Melanie)
 - Introduced Sarah Winkler, our new Vice Principal. Parents should feel free to contact with questions and concerns.
 - 5 new whisper bikes with work tops received. Now have ~1 for every class. Funded by Harbourside Rotary from a grant Mel applied for
 - New grade 2-3 classroom libraries coming soon, funded by same grant from Harbourside Rotary.
 - New learning studio is open and in use as the new music studio.
 - New outdoor heavy work circuit has been painted on blacktop. Sensory wall (PAC funded) has been installed; is modular and can be added to in the future.
 - Gaga pit has been moved.

- Code of conduct and classroom expectations is being emphasized as part of school starting back up, with an emphasis on kindness.
 - Reflection sheets are still being used when issues arise. These ask students to document how feeling, what happened, what solution, what to do next time. Focus is on restitution for missteps. These are sent home to parents.
 - Photo day October 5th – New protocol this year with an emphasis on COVID safety.
 - Breakfast and lunch programs started this week. Breakfast program is funded by community donations (not parents, though you may donate through George Jay or the district website). Permission form needs to be filled out to participate. Variety of items on different days, always including fruit. Programs are following COVID protocols.
 - Lunch program open to all. If able, please pay full cost. If not, contribute as you are able. Food allergies cannot be accommodated. Menu is posted on George Jay website. Kids on lunch program should be planning to have lunch provided every day, not just on special days when menu appeals. Please contact office if you would like to enroll your child in the program.
 - Thank you to Monks and Monro's books for their fundraising efforts on behalf of the school.
 - New crossing guard is starting soon. Denis has retired. The school is putting together a thank you for Denis. Vic PD has had proactive presence at George Jay and Central Park recently. Has been actively working on traffic calming, tickets are being given out.
 - City workers were at school this morning preparing for new controlled crosswalk to be installed at Princess and Cook. Still 6-10 months until installation. Crosswalk at Bay and Chambers is now equipped with solar powered flashing lights.
 - Masks – Staff have George Jay masks. If parents / kids want, we could do a fundraiser. Need to get at least 100 to make the order, adult-sized only.
 - Question about whether parents can have input on how new COVID federal funding will be used. Staff committee has voted their top 3. A call for parent input will go out.
 - Crowding on sidewalks at pick-up / drop-off has become a concern. School is asking parents to wear masks and is looking for other suggestions. Not arriving too early will help. 8:30am breakfast drop-off. 8:55 for regular drop-off.
 - Still figuring out format for parent-teacher conferences. May happen outside or over Zoom. District will must still provide direction on what options are allowable. Question about whether Zoom could still be option be included even conferences will happen in-person? This will probably be an option.
 - Schools send out an automated message when student do not arrive at school. Send e-mail to the GeorgeJayAttendance@sd61.bc.ca if your child will be away or late.
 - If arriving late, come to front door of school. Attendance won't be taken until 9:15. If you need to pick up your child early, please call office and they will call the class and have your child meet you at the front door.
7. Orange Shirt Day (Mitchel du Plessis) – Mitchel is a counselor at George Jay who emigrated to Canada from South Africa. She is leading Orange Shirt Day activities for the first time this year. The plans she has been developing with others include altering the assembly to a shortened Zoom presentation for each classroom that would include drumming songs,

acknowledging children and survivors. Practicing tomorrow. The virtual assembly will be on 30 Sept, from library and beyond. She is working on having an elder / knowledge keeper join the presentation. Care needs to be taken to avoid retraumatizing. George Jay also has a new indigenous support / early learning staff member joining us. Question on whether there is a good source for orange shirts? Café Fantastico, Discovery Coffee, Big Wheel Burger, Fernwood Yoga Den. Kids can wear any orange coloured shirt, and orange hearts / T-shirts will be available to pin on.

8. President's Report (Andrea)

- a. Update on summer activities – PAC exec met multiple times over summer, working on breaking many activities down into subcommittees or groups. Working on finding ways to help parents volunteer. Website has lots of updates, and we will keep updating with new developments.
- b. Update regarding Fall events (ie. Welcome to School Event, Halloween Event, & Holiday Emporium) – It is sadly not feasible to have in-person events at the school. Parents are not permitted on school property, and there is a 50-person limit on gatherings. Not planning to hold our usual events, though if others have ideas for how to do events, please share. Current plans: Staff Parade for Welcome Back, grab bags for Halloween, on-line silent auction and wreaths at holidays. The Emporium is one of our most important events but struggling to see how donations could be received, how and where set up could occur, how students would get to and from the location since it can't be on school grounds, etc... We are looking for a creative solution for this.
- c. PAC expression of thanks to retiring crossing guard Dennis – planning a card from PAC to Dennis.

9. Treasurer's Report (Zeta)

- a. *Motion to accept the draft PAC budget for 16 Sept 2020 through 30 Sep 2021 made by Zeta (see attachment to these minutes) – Roberta seconds.* Discussion ensued on several items. Monk Office school supplies fundraiser raised \$830.52. Thank you, Leslie! Finn and Izzy in Oak Bay donates funds to the school when you mention George Jay while making a purchase. The PAC can work with school to decide this Finn and Izzy money as well as donations made through school district website. These funds can be spent on curricular supports, so possible items include document cameras, lap desks, tablet holders, etc... Many teaching staff did not have a chance to use their Gaming Grant funds last year. PAC passed a motion in May to extend the deadline to spend these funds until end of December 2020. You can ask Zeta for an update of how much is left for your division. No plans for child care for meetings at this time, since no in person meetings for now. One PAC initiative the exec would like to pursue this year is improving the school's emergency supplies. A motion will be brought forward at a later date to fund this. A big request from the school to the PAC is also to purchase risers that be used in the music studio and during assemblies; these could be paid for by Gaming Grant / raffle funds. Raffle funds from 2019/20 need to be spent by June 2021. Question about why there are funds for a Welcome Back event in 2020 and 2021? With the passage of the bylaws in April, our fiscal year changed from beginning in September

to beginning in October. This works better because the PAC has a chance to pass a budget at the September meeting and not need to begin spending from it until October. For this transition year, the budget needs to include both funds for the Welcome Back Parade this year as well as a full Welcome Back BBQ for next year. Motion passes unanimously (25 yes).

10. Secretary's Report (Roberta)

- a. Call for Nomination for PAC Executive Member-At-Large position – One of our Member-at-Large Exec members has had to step down due to increased work pressure due to COVID. Call for nominations to the post. Colleen Danks will again serve as Nominating Officer. Please send your nominations to gjpacnominations2020@gmail.com
- b. *Motion to form a Bylaws subcommittee – Sam seconds* – An informal bylaws subcommittee met several times last year to develop new bylaws, which passed in April 2020. A few tweaks are necessary, so the group should meet again and be constituted as a formal subcommittee. Motion passes unanimously.
- c. *Motion to form a Special Funding Program subcommittee – Zeta seconds* – A group of parents is needed to oversee applications by staff to the PAC Special Funding program, and should be constituted as a formal subcommittee. Motion passes unanimously.

11. Bread Program (Leila Durzi) – Would like to continue with this important program for our community. Bread would need to be picked up from Cobbs one night every other week (it needs to stay in vehicle overnight and is a large amount. It will then be bagged for distribution by volunteers who will practice social distancing. 5-10 people needed to bag. Leila will talk to Mel about how to set it up and put call out for volunteers including a safety protocol. Pick up would be Wednesday night. Bagging and distribution every other Thursday morning starting 24 Sept. Sarah Sweeney volunteers.

12. Alternative Fundraising (Andrea)

- a. *Motion to hold an online 50/50 Raffle fundraiser – Sam seconds* – Andrea spearheaded raffle last year. Suggests a series of on-line raffles this year. Raffle Nexus if a possible venue for this, they a 10% cut. Questions about what we are fundraising for and ensuring accessibility. We need to be sensitive to issues some members may face with gambling. An alternative would be to focus on grant writing. A raffle could be one of our few opportunities for fundraising this year given the requirement to not meet in person. The WestJet raffle raised \$6000-7000 last year. Motion carries with 19 yes and 3 no.
- b. *Motion to hold an online Silent Auction fundraiser – Barbara seconds* – Plan is to hold our usual holiday silent auction on-line. Hibid.ca is a possible venue for this, and does not have a large cost involved. Option for credit card to be used for 1% processing fee. We would still ask the community for donations for this with some kind of cut-off date for the auction. Motion carries with 21 yes and 0 no.
- c. *Face mask fundraiser* – Might be fun to do a George Jay face mask fundraiser. Action item: Exec to poll community to see how much interest in purchasing one. Since they

are all the same, there would be a potential to accidentally trade masks, especially for kids, but could personalize somehow.

d. *Wreath fundraiser to continue.*

13. PAC advocacy for safe travel routes to school (Ryan Mijker) – *Motion to send a letter from the PAC to the city that a) points out that walking and biking conditions on Cook St, an essential street for George Jay families, have deteriorated; b) advocates for better consideration of family trips to school in planning construction zones; and c) advocates to improve intersections on Cook St. for families and young children by preventing turning on red lights and restricting motor vehicle movements at unsignalized intersections.* – Roberta seconds. Families are experiencing terrible problems with Cook St recently. A map of problem intersections could be included. Sam suggests that we need to vote on specific wording. Roberta suggests that the bylaws only require that we vote to take a specific advocacy position. Andrea suggests that the city will be unlikely to accept direct suggestions like preventing right turns on red. Andrea makes a friendly amendment to change part c to *advocates to improve intersections on Cook St. for families and young children by restricting motor vehicle movements at intersections.* Motion carries with 15 yes and 8 no. Action item: Exec to work with Ryan to craft letter and send to city.

14. Digital Citizenship Issues (Cara Gibson) – An application called Class Dojo was previously in use at the school, which logged positive and negative behaviours. Data was stored in US. A privacy violation complaint was submitted to the school board, and a judgement has now been made that this was a violation. Use of Class Dojo has been paused in school district, and this app is not considered a district approved app. Now parents must give direct consent for any app their children will use and teachers may only use those apps with approved kids. Apps must now be approved under Parent Connect, and all apps under Parent Connect have also been approved for district. Outcome letter attached as an Appendix to these minutes.

15. Health and Wellness subcommittee Report (Andrea) – Subcommittee hasn't met in some time. Many on subcommittee work in health care and are overburdened at this time. Fruit and veg program will continue. Sam volunteers to join subcommittee.

16. Adjourn meeting

Next general meeting is scheduled for 14 October 2020 at 6:30pm

Debate

Assumes there is one right answer (and you have it)

Style is combative, attempting to prove the "other side" wrong

Listens to find flaws and counter argue

Critiques only the other position

Defends your own views at all costs

Encourages search for differences

Creates a winner/loser and discourages further conversation

Involves no focus on feelings, often actively seeking to belittle or offend

Dialogue

Assumes others have pieces of an answer and you can craft a solution together

Style is collaborative, seeks to find common understanding

Listens to understand

Critiques all views, including your own

Allows others' thinking to improve your own

Encourages search for basic agreement

Creates an open end, leaving the topic open for further discussion

Involves a real concern for the other, doesn't actively seek to alienate or offend

Ecole George Jay Elementary School - Parents' Advisory Council Budget

2020 / 2021 Projected Income

Updated Sept 16, 2020

	Projected:	Actual:		Notes:
SUBJECT TO GAMING RULES				
BC Gaming Grant	\$10,000			based on 500 Registered Students
Raffle Ticket Sales	\$6,300			
BC Gaming Funds 2019/2020 carry over	\$7,386.87	\$7,386.87		includes both Gaming Grant and Raffle Sales
Total Gaming	\$23,687	\$7,386.87		
OTHER INCOME NOT SUBJECT TO GAMING RULES				
	Projected:	Actual:	Profit:	Notes:
Halloween Grab Bag	\$1,000			
Spring Grab Bag Fundraiser	\$1,000			
Monk Office Fundraiser	\$465	\$830.52		
Holiday Silent Auction Online	\$1,600			
Wreath Fundraiser	\$520			
Restorative Justice funds	\$200.00			
Fairways	\$67.50			
Sobeys donation	\$357.50			
SPUD	\$514.25			
Vic Imperial Lions Club	\$500.00			
General Donations	\$350.00	\$100.00		We work with the Principal on best use for funds
Finn & Izzy		\$5,749.00		We work with the Principal on best use for funds
General Account 2019/2020 carry over	\$20,192.64	\$20,192.64		
SUBTOTAL INCOME PAC	\$26,766.89			
	projected	actual		
TOTAL INCOME	\$50,453.76	\$27,579.51		

Ecole George Jay Elementary School - Parents' Advisory Council Budget

Annual Expenses:

Updated September 16, 2020

	Projected:	2020/21 General Actual:	2020/21 Gaming Actual:	Difference		
Child care for PAC meetings	?					
PAC office supplies	\$100					
PAC Webhosting with Weebly	\$110					
BCCPAC Membership Fee	\$75					
Health supplies (Leila)	\$300					
Honourarium Orange Shirt Day (Sept 30)	\$400					
Gifts	\$300					
PAC Special Funding Program 2019/2020	\$1,586					
PAC Special Funding Program 2020/2021	\$3,000					
HAWC City grant health	\$1,000					
Parent Workshops & Educational material	\$1,000					
General Expenses Subtotal=	\$7,871					
Welcome to School Event 2020	\$500					
Welcome to School Event 2021	\$2,000					
Emergency Supplies	?					
Halloween Event/Gifts	\$1,000					
Multicultural Day	\$500					
Field Trips/Extracurricular Gaming funding 2019/2020	\$4,229					
Extracurricular Gaming funding \$250 per division	\$6,500					
Year-End school fun activities	\$1,000					
Year-End grade 5 grad event or grad gift	\$1,250					
Spring Grab Bags	\$1,000					
Club Supplies	\$250					
Dance Club 2020/2021	\$250					
After school Club Fees Support	\$400					
HAWC Weekly Fruit & Vegetable Program (39 Weeks)	\$4,000					
Gaming Funds Expenses Subtotal=	\$22,879					
PROJECTED ANNUAL EXPENSES	\$30,750	\$0.00	\$0.00	\$0.00		<-- Projected actual spending

Total Projected Revenue	\$50,454	Actuals General	Actual Gaming		Total Spent	
Total Projected Spending	\$30,750	\$0.00	\$0.00		\$0.00	
Difference (Carry Forward 2020/21)	\$19,704	\$20,192.64	\$7,386.87			

note webhosting renewal will need to be done Jan 2021
weebly connect site

Re: Complaint - Collection
The Board of Education of School District 61 (Greater Victoria)
OIPC File F19-81237

Background

On September 19, 2019, you submitted a complaint to the GVSBC concerning the collection of your child's personal information; specifically, that a teacher used an application (App) called Class Dojo that collects students' information, images of their work, messages, and behaviours/performance score data.

Issue

The issue is whether GVSD is authorized under s. 26 of FIPPA to collect your child's personal information.

Discussion

In response to your complaint, I contacted GVSD with a series of questions to assist my understanding of the collection. Specifically, I asked Andy Canty, Director of Information Technology for Learning, to provide me with details regarding the collection capabilities of the ClassDojo App and GVSD's procedures surrounding collection of student's personal information.

Mr. Canty confirmed to me that the ClassDojo App is not a district support application. As a result of your complaint, the GVSD sent a message to all schools asking that they suspend usage of ClassDojo while the application is under review. Until a privacy impact assessment of ClassDojo is complete, the usage of ClassDojo continues to be suspended until further notice.

Mr. Canty confirmed to me in writing that all teaching staff must complete FOIPPA training before they are granted access to MyEducation BC. He also provided me with an extensive list of privacy training and educational resources all teaching staff are required to complete and abide by (or adhere to)

Finally, Mr. Canty confirmed to me that any data relating to your child has now been deleted from the Class Dojo servers.

Conclusion

In summary and based on the information above, I am substantiating your complaint that the GVSD inappropriately collected your child's personal information by using the ClassDojo App. Having spoken to the Director of Information and Technology for Learning, I am now satisfied that GVSD is aware of its obligations under FIPPA and has taken steps to ensure this will not occur in the future.