



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
<b>Date:</b> Wednesday May 1, 2019	<b>Time:</b> 7:00 – 8:40 pm	
<b>Chair:</b> Christine Hardt	<b>Recorder:</b> Christine Hardt	
Attendance (10)		
Christine Hardt, Co-Chair	Anneke van Swieten	Tracy Aiken, Vice-Chair
Barry Krangle, Principal	Linda Shute, Treasurer	Scott Davis
Eliina Friesen	Nick Weber	Lisa Patterson
Sue Girard, School Board Trustee		
<b>Regrets:</b> Tracey McIntosh, Karen Graves		
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: Wish list requests, kindergarten welcome		
4. Minutes from last PAC meetings: April 3, 2019 Revisions: Update financial report from photo to screen shot Motion to Approve: Nick Weber, Seconded by: Lisa Patterson		
5. Outstanding Action Items: <ul style="list-style-type: none"> <li>• Purchase of new fridge - pending</li> <li>• Raffle – in progress</li> </ul>		
6. Regular Reports	Action Items	
6.1 <b>Chair's Report: Christine Hardt</b> <ul style="list-style-type: none"> <li>• No updates other than what is already on the agenda</li> </ul>		
6.2 <b>Treasurer's Report:</b> <ul style="list-style-type: none"> <li>• Bank Balance: \$24,004</li> <li>• Gaming Account Balance: \$12,100</li> <li>• Deposited approximately \$10,600 from Pay Pal, most of this was hot lunch. Still have invoices to pay for the rest of the year but expect to hit budgeted revenue of \$6000</li> <li>• Gibsons Elementary owes us \$350 for popcorn supplies; counted some of the popcorn change and there is still more in the office.</li> <li>• Movie night money has not been counted yet, we did not have a lot of expenses</li> <li>• Purdy's cheque for \$601 was finally received; they charged us \$12 to issue a new cheque</li> <li>• Vessey Bulbs, we have the total revenue recorded but do not yet know the expenses. We won't quite meet our target revenue. <ul style="list-style-type: none"> <li>○ Ideas offered: In spring next year maybe we should do west coast seeds or hanging baskets?</li> </ul> </li> <li>• Lantern Festival raised just under \$3500, net is currently around \$2000. Still waiting for approx. another \$300 in sponsorship cheques.</li> <li>• Family dance – received an unexpected invoice from the DJ for \$300 so that took away from our profits. <ul style="list-style-type: none"> <li>○ Discussed that we should look at less expensive options for the DJ next year</li> </ul> </li> <li>• BCCPA Conference – paid \$450</li> <li>• Waiting for invoice of \$1638 from Jessie Wollen</li> <li>• We have not received any invoices from the breakfast program. <ul style="list-style-type: none"> <li>○ Eliina texted Courtney and learned that Courtney's parents have been donating all the food for the breakfast program this year. All agreed that we need to send them a thank you at the end of the year!</li> </ul> </li> </ul>	Next meeting- plan a thank you for Courtney's parents	

**6.3 Principal's Report: Barry Krangle**

- Maggie Scott came to school last night to talk with parents about cell phone issues. There were a lot of kids there and good dialogue. A couple books that are now available "On the Internet, our first talk about online safety" and 'Kids, Sex and Screens'.
- A mock wedding was held yesterday in the school. Mike Ryan, the grade 6 teacher, is getting married in England this summer, so the school held a surprise wedding for him. Had students act as best man and brides maid. Barry presented the idea to the kids that we are a family so when special things happen we celebrate them. One class worked on giving Mike advice on how to be a good husband. It was a great spirit celebration and a nice community building event.
- Had a great science fair. Have moved it from the gym to the classrooms, so it was much more personal. Kids had great projects and some were so moved about earth day and the environment that they wrote to the paper. This spurred the editor to write an article 'Education or Indoctrination', which stirred up a lot of controversy. Quite a few community members wrote letters in support of the kids.
- Beach clean-up day went well; happy to note that there was not a lot of garbage. It was important for kids to understand that it isn't all our garbage, a lot of it floats in.
- Newsletter coming out tomorrow, info about bike club, coding day, -watch for the newsletter coming soon.
- Suggestion for fundraiser, tote bags with Cedar Grove logo on them. All agreed that it is a good idea; Barry will look into it for us.
- Jessie Wollen was here recently. Has made a huge difference that this program is now being offered every year instead of every 2nd year. The kids are receptive and less giggling. She came twice, and will come back on June 13th.
- News on teachers for next year: as of today, all our teachers with seniority who are 'above the line' are staying (this includes Curry, Valenta, and Metcalfe). Now teachers who don't have enough seniority still need to be determined.
- Goal in the fall is for kids to know their classes by the 2nd day of school.
- Mural – last part is in the works now that weather is getting better.
- New wood book gnome is finished; Barry will arrange delivery with Darcy.
- Olwen Cowan – new principal will attend the June PAC meeting for a meet and greet.
- Planning to have 11 divisions again next year, this means the budget will be a bit tighter but decision was to have smaller classes.
- New sandwich board is now painted on one side, other side to be done. Once finished it will be placed on the street to help slow traffic.

Barry to look into tote bag fundraiser

**6.7 School Trustee Report: Sue Girard**

- April was a busy month with regular meetings
- Board is still busy with the strategic plan, orientation, bargaining and budgeting.
- Teacher's contract is up this summer
- District student leadership team hosted a Student Forum at the Seaside Centre on April 18<sup>th</sup>. The student trustee, Nick Davis, has been buddied with the board members. Discussed power of student voice, issues at teen level (i.e. cyber bullying, vaping).
- Policing & transportation committee: Cedar Grove PAC letters to RCMP and Ministry of Transportation (Don Legault) were presented. Sue congratulated us as our letters were powerful; felt we will see action as we went through the proper channels and protocol. Sue discussed the letters Don Legault and Poppy (RCMP Staff Sergeant, they made a verbal commitment that they are 'on it'.
- BCSTA (school trustee association) AGM, network and voted in new board of directors

<ul style="list-style-type: none"> <li>May &amp; June calendars filling quickly with many leaving ceremonies throughout the coast</li> </ul>	
<p><b>6.8 DPAC Report: Scott Davis</b></p> <ul style="list-style-type: none"> <li>The last DPAC meeting was held in Pender Harbour and Scott was not able to attend due to conflicts; unfortunately no other exec members were able to go in his place</li> <li>Update from the DPAC minutes: <ul style="list-style-type: none"> <li>presentation re early learning and parenting connections</li> <li>reports on healthy schools and support action team</li> </ul> </li> <li>Presented first draft of the strategic plan. Encourage people to look it over on the SD46 website. It will come up at the committee of the whole with the trustees. Includes strategies for student transportation.</li> <li>Discussed access to DPAC minutes as they are not keeping their website up-to-date. Christine will add the DPAC minutes to our document library.</li> <li>Next DPAC meeting is at Elphinstone, May 23rd Thursday at 7pm. Kathy Gordon will be discussing the transition from schools and career programs.</li> </ul>	Christine to update Cedar Grove PAC document library with DPAC minutes.
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<b>8 Old Business</b>	<b>Action Items</b>
<p><b>7.1 Movie Night:</b> Our school custodian was concerned re spilled drinks on the gym floor and asked if we can limit where the kids drink in the gym, or send them outside. Discussed as a group and per Barry's recommendation the decision was made that in future we will mop the gym floor. Barry will tell the n that they just need to provide the supplies and the PAC will take care of it.</p>	Parents to mop gym floor after future movie nights.
<p><b>7.2 School Gear Update:</b> We are able to have more than one graphic so we will use our top 3. Karen will have the company mock it up. Once ready for orders, Christine will place a PAC order in order to have some samples put out for parents to look at sizing.</p>	Christine to order sample items for display.
<p><b>7.3 BCCPAC Conference and AGM:</b> Christine and Eliina will be attending the 1 day conference on Friday, May 3<sup>rd</sup>. They won't be attending the full weekend for the AGM. Total cost is \$450.</p>	
<p><b>7.4 Plate Night Craft:</b> Christine to arrange the plate night, discussed dates and will try for May 28<sup>th</sup>.</p>	
<p><b>7.5 Staff Appreciation Luncheon:</b> Lisa is coordinating the lunch; will work with Barry to get the total number of staff attending. They need 6 parent volunteers to supervise children during the lunch break so that all staff can attend together. Discussed inviting the custodian, Christine to send an invite.</p>	
<b>8 New Business</b>	
<p><b>8.1 Book Bingo:</b> Was originally planned to coincide with the scholastic book fair, but there will not be a spring book fair this year. Christine will discuss with Jacquie to determine when to do this.</p>	
<p><b>8.2 Sports Day:</b> Discussed whether we should do a BBQ this year, decision was no. There will be no pop sales, PAC will provide a free lunch and there will be general sales via pre-ordering online. A free freezie will be provided at lunch time. Noted that we have left over burgers in the freezer from the fall BBQ. As we cannot use them, agreed to donate them to the grade 7 year end party (if they are still good).</p>	Lisa to coordinate donation of burger patties to grade 7s.
<p><b>8.3 Student Voice at PAC:</b> Tabled to next meeting as Sydney McIntosh absent due to illness.</p>	Tabled to next meeting
<p><b>8.4 Additions to Agenda:</b></p> <ul style="list-style-type: none"> <li>Teacher Wish lists: All of the approved items have not been submitted for reimbursement. Barry and Christine to remind the teachers.</li> <li>Kindergarten Welcome: date note known yet, tabled to next meeting.</li> </ul>	Kindie welcome tabled to next mtg
<p><b>8.6 Spending Decisions:</b></p> <ul style="list-style-type: none"> <li><b>Motion:</b> Scott Davis made a motion to give the school \$5000 for Week Without Walls, seconded by Eliina Friesen. Motion was approved.</li> </ul>	<b>Motion Passed:</b> Spend up to \$5000 on Week Without Walls
<b>Meeting Adjourned at:</b> 8:40pm	<b>Next Meeting:</b> June 5, 2019 at 7pm

**Attachments:** Financial Report – YTD Ending April 30, 2019

**Cedar Grove Elementary School PAC**

**Actual Results to Budget**

**Year to Date Ending April 30, 2019**

	2018/19 Annual Budget			2018/19 YTD Actuals			Variance to Budget
	Revenues	Costs	Net	Revenues	Costs	Net	
<b>REVENUES</b>							
Fundraising:							
Hot Lunch	\$36,000	(\$30,000)	\$ 6,000	\$ 31,386	(\$17,697)	\$ 13,689	7,689
Popcorn	3,000	(1,500)	1,500	1,582	(1,639)	(57)	(1,557)
Progressive cards	1,500	0	1,500	1,088		1,088	(412)
Concessions (Movies, BBQ)	1,800	(1,300)	500	1,604	(1,341)	263	(237)
Purdy's	500	0	500	601	-	601	101
Craft night (plates)	600	(600)	-	-		-	0
Vesey bulbs	2,000	(1,000)	1,000	1,301	(384)	917	(83)
Chicken sales	6,000	(5,500)	500	4,263	(3,838)	425	(75)
Carnival / lantern festival	5,000	(2,000)	3,000	3,495	(1,729)	1,766	(1,234)
Family dance	3,000	(1,500)	1,500	1,812	(460)	1,352	(148)
CGE gear / clothing	500	0	500	-	0	0	(500)
Raffle	4,000	(1,000)	3,000	-	0	0	(3,000)
Yearbooks	2,000	(2,000)	-	689	(954)	(265)	(265)
Miscellaneous	-	0	-	-		0	0
	65,900	(39,900)	19,500	47,821	(28,042)	19,779	279
Parent donations			1,000			470	(530)
SCRD grant			-			-	0
<b>TOTAL REVENUES</b>			20,500			20,249	(251)
<b>EXPENSES</b>							
Administrative Gifts			200			-	200
Babysitting			200			40	160
BCCPAC			75			525	(450)
Breakfast Program			1,000			-	1,000
Bursary			1,000			-	1,000
Contest Prizes			200			-	200
Grade 7 donation (Grad)			250			-	250
Miscellaneous			500			219	281
PAC Website			150			-	150
Parent Education			500			241	259
Playground supplies			500			-	500
Body Science Education			2,000			-	2,000
Teacher Appreciation Lunch			150			-	150
Teacher Wish Lists			3,000			1,357	1,643
Emergency kits - replenish			500			-	500
Mural			4,000			3,000	1,000
Popcorn machine			2,500			2,118	382
Tables			1,000			-	1,000
Kitchen counter / cart			460			460	0
Discretionary fund			9,000			-	
Sets for Christmas show						5,000	4,000
<b>TOTAL EXPENSES</b>			27,185			12,960	14,225
<b>NET PROFIT - Current year</b>			(6,685)			7,289	13,974
Bank account (plus SD46 a/c)- opening balance			16,700			16,715	15
<b>Bank account (plus SD46 a/c)- closing balance</b>			\$ 10,015			\$ 24,004	13,989