



Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
Date: Wednesday November 7, 2019	Time: 7:00 – 8:40 pm	
Chair: Tracy Aiken	Recorder: Christine Hardt	
Attendance (13)		
Tracy Aiken , Chair	Eliina Friesen, Vice Chair	Christine Hardt, Secretary
Courtney Facchin	Olwen Cowan, Principal	Sue Girard, School Board Trustee
Tamara Hedden	Karen Graves	Scott Davis
Marissa Rizzo	Erin Kellie	Warren Brander
Tara Robens		
Regrets: Lyle Magnus, Treasurer		
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: None		
4. Minutes from last PAC meetings: October 3, 2019 Revisions: Need to add attachments for teacher wish list requests and approved budget. Motion to Approve: Scott Davis, Seconded by: Karen Graves		
5. Outstanding Action Items: <ul style="list-style-type: none"> Courtney to purchase Rubbermaid containers and re-organize the kitchen. – Completed Cedar Grove school growth plan to be reviewed at Nov meeting - Completed Tara to ask students what they would like purchased for the school. - Completed Olwyn to ask Gus Guszek if he is interested in providing a parent education session.- Completed. Have discussed with Keri Mahlman and Gus, they are planning a session. Tracy to post Healthy School handouts on PAC website. – In Progress, posted on Facebook, website is pending. 		
6. Regular Reports	Action Items	
6.1 Chair’s Report: Tracy Aiken <ul style="list-style-type: none"> Attended the DPAC learning session provided by the President of BCCPAC. It was a PAC “101” session on everything ‘PAC’ including an overview of the executive positions and their roles, how to update and/or amend the constitution and bylaws, signing authorities and gaming funds, how to run meetings, and more. The PAC has held some good fundraising events and everything has been successful so far this year. 		
6.2 Treasurer’s Report: Eliina Friesen for Lyle Magnus <ul style="list-style-type: none"> Bank Balance: \$18,605.49 less cheques that just went out for \$1500-1600 Gaming Account Balance: 13,300.83 (last mtg balance) + recent gaming revenue from the November 50/50 draw, account balance is not available at this time. 		
7.3 Principal’s Report: Olwen Cowan <ul style="list-style-type: none"> October was great and the Turkey Trot was a ton of fun The school has been divided into 5 house teams. The eagle mascot went to each of the classrooms and sorted students with a magic wand. The first school spirit day was just held and points were awarded. Results are on the spirit board. The new school website is up and running, and the school has a new twitter account. Two new EA’s have been hired. A .6 Literacy Support Teacher position has been posted and will the position will run to 		

<p>the end of the school year. This position will be reassessed for next year.</p> <ul style="list-style-type: none"> • Halloween events were great and everyone had a lot of fun. • Report cards are going home Nov. 22nd; parent teacher interviews will be held the following week. Would like to have a PAC table at Barry's old office with a display from the PAC, it does not need to have a volunteer present. • Have had some issues with social media so a notice has been sent home. • Family Dance, would like to ensure that parents are in attendance. Discussed how to manage this. Olwyn will follow up with dance organizers. • Coast Reporter came and chatted with Olwyn and an article about our school was in last week's paper. • The school growth plan is underway, it will be aligned it with the district's plan. • The school is on twitter, it was noted that you can follow the school on twitter without having a twitter account. 	
<p>7.4 School Trustee Report: Sue Girard</p> <ul style="list-style-type: none"> • Attended the Better Fields meeting on October 1st, as discussed at last meeting • Will be writing this month's 'Education Matters' column in the newspaper • Attended the transportation meeting at the SCR D in October and discussed the issues with parking and traffic at Frank West Hall, they had not heard about it before. • Fire dept gave a presentation to the board on the new laws with Cannabis and odour limits • RCMP officer Tessa Cameron, the school liaison officer, is back in the schools. The RCMP had withdrawn this program temporarily due to staffing shortages. • Security is being reviewed at the schools and it was noted that Cedar Grove has security cameras. • BC Ferries provided a presentation at the transportation meeting regarding the upgrades planned for Horseshoe Bay. • Don Legault is no longer the Manager at MOTI, the new operations manager is Michael Braun. • The SCR D is considering offering free bus service to students on the Sunshine Coast. • Several trustees are going to the BC Trustee conference at the end of November. • Attending Cedar Grove remembrance day assembly tomorrow. • Schools are working on their new webpages! 	
<p>7.5 DPAC Report: Scott Davis</p> <ul style="list-style-type: none"> • Patrick Bocking has now presented the strategic plan to all of the PACs. Some schools have presented feedback and concerns are being addressed. • Marilyn Baines provided the healthy schools report, the focus is on Mental Health. There are a number of family support initiatives and education about where to find resources. • Elections were held. Jo Thompson is the Chair again and Scott volunteered as Treasurer. • Next meeting is Nov 28th at Chatelech 	
<p>8. Old Business</p>	Action Items
<p>8.1 Movie Night/Beer & Burger Night Follow Up:</p> <ul style="list-style-type: none"> • Movie Night thoughts: <ul style="list-style-type: none"> ○ Good turn out ○ People helped to clean up ○ Don't open doors an hour early, change it to 30 minutes. ○ Need to encourage parents to attend with their kids; maybe gear it to the younger kids in future ○ Call it a family movie night • Beer & Burger Night thoughts: <ul style="list-style-type: none"> ○ Not as easy as they thought to sell tickets ○ Hockey had one a few days before ○ Fun fair at Gibsons was the same night ○ If do it again, need to check scheduling of competing events. 	

<p>8.2 Teacher Wishlist Update: All items have been purchased and have arrived, except for the owl visit which has not been paid for yet. There is money left in the budget for additional requests throughout the year.</p>	
<p>8.3 School Kitchen Upgrades Sub Committee: Scott</p> <ul style="list-style-type: none"> • PAC has been discussing need for kitchen upgrades over the years and we keep hearing that funding will be available from the district in the near future. • Would like to form a parent committee to develop a list of requests and requirements for renovating the kitchen, storage rooms and locker rooms. • Wondering if anyone is interested in attending? The following present submitted their names: Courtney, Scott and Olwyn. • Olwyn will follow-up with the maintenance dept to determine if we can have input. 	<p>Olwyn to follow-up with maintenance dept re kitchen planning</p>
<p>8.4 Student Voice Update: Tara</p> <ul style="list-style-type: none"> • Started with oldest children and then worked her way down. The younger children had no idea what the PAC was, so did not use their input. In grades 4-7 the kids were getting school and PAC events mixed up. • Asked 3 questions. What was your favorite event?; What was your least favorite?; and If you could organize an event, what would it be? • Favorite events: lantern festival, hot lunch, movie nights • Least favorite events: babyish movies, spirit day, sports day, lantern festival • If you could organize an event, what would it be?: bake sale, dance, sleep over, parent night running a big game, haunted house, school wide secret Santa, trampoline park, slip and slide, water gun fight, organized sledding when it snows, sports night at Elphie, paintball, Easter egg hunt. 	
<p>9. New Business</p>	
<p>9.1 Additional Teacher Wishlist Items – Olwen</p> <ul style="list-style-type: none"> • Mr. Metcalfe - No cry cut resistant gloves and wood carving knife set, for spoon carving curriculum. Total is \$317.83. <ul style="list-style-type: none"> ○ Motion: <i>Christine Hardt motioned to accept the wish list request, seconded by Warren Brander.</i> Motion was approved. • Ms. Olwyn - \$300-\$500 for the winter production, funds are required for costumes. Tracy motioned to spend up to \$500 on costumes, 2nd Courtney. Passed <ul style="list-style-type: none"> ○ Motion: <i>Tracy Aiken motioned to accept the wish list request, seconded by Courtney Facchin.</i> Motion was approved. 	<p>Motion Passed: Additional 2 wish lists requests received up were approved.</p>
<p>9.2 Family Dance: David Nathaniel has offered his DJ services for free, but needs \$100 for lighting and the smoke machine as he rents them. It was noted that this does not require approval at the meeting as the dance has an approved budget. He is requesting people to send in music requests; a suggestion sheet will be posted on the bulletin board. Discussed ideas for decorations, photos, etc.</p>	<p>Further discussions re family dance planning were tabled to the sub-committee planning meeting.</p>
<p>9.3 Yearbook:</p> <ul style="list-style-type: none"> • Sales will start in 2 weeks, Courtney will help with distribution of notices • Erin will create smug mug link for uploading photos 	
<p>9.4 Lantern Festival: Planning has started early and they have a space theme this year. Will create a laser maze this year(like mission impossible), area 51 zone, working to improve food and beverage options, will have a band this year and jolly jars again. Looking for help organizing the jolly jars. Open to themed ideas that fundraise but are also fun. Need to announce lunch time lantern festival activities at morning and at lunch. Will start earlier this year to get sponsors as well. Working to get the community out and have some fun.</p>	
<p>9.4 Book Bingo:</p> <ul style="list-style-type: none"> • Christine explained how the Book Bingo game works and that the goal is to encourage kids to read. She asked for volunteers to help with setting up the entry boards, photo copying and cutting the entry forms, and distributing the notice. Marissa Rizzo volunteered to help set it up and Courtney Facchin volunteered to send out the notice. 	<p>Christine and Marissa to arrange the Book Bingo.</p>

<p>9.5 Finish Review of PAC Calendar: Tracy reviewed the 2019/2020 PAC calendar and asked parents to think about it, look at their calendars, and send comments. We will review the calendar again as it is updated.</p>	
<p>9.6 Spending Decisions: There were no requests for spending decisions at this meeting, other than the teacher wish list items approved in 9.1.</p>	
<p>9.7 Additional Agenda Items: The following items were raised during the meeting, it was noted that there was not time to discuss them tonight so they were tabled for discussion at future meetings:</p> <ul style="list-style-type: none"> • Outdoor covered play area • Communication strategies 	<p>Tabled discussion of these items to future meetings</p>
<p>Meeting Adjourned at: 8:40pm</p>	<p>Next Meeting: December 5, 2019 at 7pm</p>

Attachments: None