



Cedar Grove Elementary PAC Meeting Minutes

| Meeting Information **Remote Meeting via ZOOM** | | |
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| Date: Wednesday, March 3, 2021 | | Time: 7:00 – 8:30 pm |
| Chair: Tracy Aiken | | Recorder: Christine Hardt (from recording) |
| Attendance (9) | | |
| Tracy Aiken , Chair | Lorna Richards, Treasurer | Scott Davis |
| Olwen Cowan, Principal | Sue Girard, School Board Trustee | Tamara Hedden |
| Nick Weber | Urszula Dragowski | Lorna Richards |
| Regrets: Tara Robens, Christine Hardt | | |
| Housekeeping | | Action Items |
| 1. Call to Order 7:00pm | | |
| 2. Introductions | | |
| 3. Additions to Agenda: none | | |
| 4. Minutes from last PAC meetings: February minutes not available, will be reviewed at next meeting | | |
| 5. Outstanding Action Items: <ul style="list-style-type: none"> • Discuss purchase of tables & tents, needed? – tabled to June 2021 meeting • Christine to arrange a Zoom session with Karen to educate her on the yearbook sales – Pending • Courtney to complete food safe training, PAC to submit to DPAC for reimbursement – Pending • Tamara to arrange for parent volunteers to be trained by RCMP on radar equipment – Pending • Courtney to arrange for Hot Lunch eTransfers to use same password – Completed | | |
| 6. Regular Reports | | Action Items |
| 6.1 Chair’s Report: Tracy Aiken <ul style="list-style-type: none"> • Gaming Grant eligibility of what we can spend money on is changing, an online education session will be held on April 8th. Lorna and Tracy will attend. • BCCPAC will hold a virtual conference this year on May 28th and 29th. Waiting to hear what the cost will be. • Tracy submitted a letter on behalf of the PAC to the SCR D voicing our concerns re the limited Gibsons Pool hours. • Sophie Olson is moving back to California, we are sad to see her go | | |
| 6.2 Treasurer’s Report: Lorna Richards <ul style="list-style-type: none"> • Operational account balance: \$23,000 approx. • Gaming Account Balance: \$17,000 approx. • A few major expenses in February – yearbook and hot lunch • eTransfer passwords have now been standardized so it made the deposits much simpler • Received the Purdy’s fundraiser payments which were deposited, \$1970 & \$197 | | |
| 6.3 Principal’s Report: Olwen Cowan <ul style="list-style-type: none"> • The library has expanded its anti-racism section, so there are quite a few materials now available • Feb 11th was the launch of the moose hide campaign, which brings awareness of missing and murdered indigenous women • Had an amazing opportunity for Cedar Grove students to view Coast Salish artwork in the school. The collection was donated to the school district, parents will be able to view after covid restrictions lift. • Sex education is ongoing. • The school’s Facebook account is being updated with a number of video resources – the FB page is updated often. • Report cards will go home on Friday, parent teacher conferences will be held via Zoom or phone. In person conferences can be held in the story garden under the tent if you parents feel an in-person meeting is required. | | |

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|--|---|
| <ul style="list-style-type: none"> Staff decided they'd like to meet in person rather than zoom, so held a number of small meetings with social distancing. Thank you to parents for their on-going support of 'pandemic schooling'. | |
| 6.4 School Trustee Report: Sue Girard <ul style="list-style-type: none"> See attachment | |
| 6.5 DPAC Report: Urszula Dragowski for Scott Davis <ul style="list-style-type: none"> Attended the Feb 25th zoom meeting, a special guest speaker attended – Jacquie Chess from Family Smart regarding Mental Health resources for parents. (She spoke at our PAC meeting recently) Active Travel committee meetings have been on hold due to covid restrictions, but will be coming back. New treasurer has joined DPAC and is reminding everyone to use our gaming funds. PACs need to submit for reimbursement of Food Safe. Patrick Bocking is retiring at the end of this school year, it would be nice if the PAC could put a thank you letter together thanking him for all he's done. | |
| 7 Old Business | Action Items |
| 7.1 Gnome-a-palooza update: (Nick) <ul style="list-style-type: none"> Things are slow, no one has the energy for this at the moment. Everyone seems to be fatigued. It is a great idea, but think it is something we should pursue in the future. Have only received 2 videos. Discussed thanking the families that submitted videos by sending them a Purdy's gift cards | |
| 7.2 Chaster Road Speeding Concern: (Tamara) <ul style="list-style-type: none"> Poppy Hallam is still away, waiting to speak with her. Have continued to note incidents and report to the non-emergency line. | |
| 7.3 Chaster/Pratt Intersection Update: (Tracy/Urszula) <ul style="list-style-type: none"> TRAC is working to help guide us to request improvements of the Chaster/Pratt intersection. They feel that the request needs to come from the Cedar Grove parents. 2 ideas, lobby MOTI but they are understaffed and overworked so not a lot tends to get done, OR a program called 'Best Route to School'. It maps student locations and draw suggested safe routes to school. The map is developed to share with new families re good walking routes, but can also use the data to show MOTI there is no safe route to school from some areas. Need to put together a sub-committee to focus on this project. Tracy to put a callout to parents in the next newsletter. | Tracy to send request for Cedar Grove Active Transportation SubCommittee volunteers |
| 7.4 Yearbook Update: (Tracy) <ul style="list-style-type: none"> Please remind parents to share their photos for the yearbook. The upload link is on the PAC website. Olwen advised that staff have been reminded to share their photos | |
| 7.5 Fundraising Update: (Tamara) <ul style="list-style-type: none"> Purdy's orders are due soon for the Easter fundraiser Growing Smiles hanging basket fundraiser information will be sent out soon. All ordering is online. | |
| 7.6 Gaming Money Spending Ideas: (Olwen) <ul style="list-style-type: none"> Gaming money needs to be spent within 2 years. We need to spend a good portion of our gaming account funds this year. Currently reviewing what expenses qualify and are considering purchasing playground equipment. In the past money has been spent on field trip transportation, but there likely not be opportunity for this in future. | |
| 8. New Business | |
| 8.1 Craft Plates: (Christine) <ul style="list-style-type: none"> Tabled to next meeting | |
| 8.2 Spending Decisions: (Tracy) <ul style="list-style-type: none"> none | |
| Meeting Adjourned at: 8:30pm | Next Meeting: April 7, 2021 at 7pm |

Attachments:

1. Financial Report – YTD Ending February 28, 2021
2. Trustee's Report

Cedar Grove Elementary School PAC
Actual Results to Budget
Year Ending February 28, 2021

| | 2020/21 Annual Budget | | | 2020/21 YTD Actuals | | | Variance to Budget |
|---|-----------------------|----------|----------|---------------------|-------|----------|-----------------------|
| | Revenues | Costs | Net | Revenues | Costs | Net | |
| REVENUES | | | | | | | |
| Hot Lunch | 33,000 | (30,000) | 3,000 | \$ 7,958 | 3,118 | \$ 4,840 | 1,840 |
| 50/50 | 800 | (400) | 400 | \$ 220 | 20 | \$ 200 | (200) ** |
| Advent Calendars | 2,700 | (1,300) | 1,400 | \$ 2,943 | 1,365 | \$ 1,578 | 178 |
| CGE gear / clothing | 850 | (750) | 100 | \$ 132 | 946 | -\$ 814 | (914) |
| English Bay Cookies | 1,300 | (800) | 500 | \$ - | 0 | \$ - | (500) |
| Fall Flowers | 2,755 | (1,705) | 1,050 | \$ 1,004 | 0 | \$ 1,004 | (46) |
| Hanging Baskets | 2,500 | (1,000) | 1,500 | \$ - | 0 | \$ - | (1,500) |
| Make-a-plate | 600 | (600) | 0 | \$ - | 36 | -\$ 36 | (36) |
| Miscellaneous | 0 | 0 | 0 | \$ - | 0 | \$ - | 0 |
| Popcorn | 850 | (525) | 325 | \$ 853 | 0 | \$ 853 | 528 |
| Progressive Cards (IGA cards) | 750 | 0 | 750 | \$ 117 | 0 | \$ 117 | (633) |
| Purdy's (Xmas & Easter) | 800 | 0 | 800 | \$ - | 0 | \$ - | (800) |
| Yearbooks | 1,500 | (1,500) | 0 | \$ - | 0 | \$ - | 0 |
| | 48,405 | (37,080) | 9,825 | 13,227 | 5,484 | 7,742 | (2,083) |
| Parent donations | | | 500 | | | 725 | 225 |
| TOTAL REVENUES | | | 10,325 | | | 8,467 | (1,858) |
| EXPENSES | | | | | | | |
| Administrative Gifts | | | 200 | | | 156 | (44) |
| BCCPAC | | | 75 | | | 75 | 0 |
| Bursary | | | 1,000 | | | - | (1,000) ** |
| Contest Prizes | | | 200 | | | - | (200) |
| Discretionary Spending | | | 13,000 | | | 1,068 | (11,932) |
| Emergency kits replenish | | | 500 | | | - | (500) |
| Food Safe | | | 115 | | | - | (115) |
| Grade 7 donation (Grad) | | | 250 | | | - | (250) |
| Miscellaneous | | | 400 | | | 105 | (295) |
| PAC Website | | | 150 | | | - | (150) |
| Sex Education | | | 2,000 | | | - | (2,000) |
| Staff Appreciation Lunch | | | 150 | | | - | (150) |
| Story Garden | | | 150 | | | - | (150) |
| Teacher Wish Lists | | | 3,000 | | | 1,893 | (1,107) |
| TOTAL EXPENSES | | | 21,190 | | | 3,298 | (17,892) |
| NET PROFIT - Current year | | | (10,865) | | | 5,169 | 16,034 |
| Bank account opening balance less \$8300 reserved funds | | | 10,715 | | | 550 | (10,165) |
| Bank account (plus CGE PAC account)- closing balance | | | -\$ 150 | | | \$ 5,719 | 5,869 |

** Deposited to / paid from gaming grant account.
 (net revenue from 50/50 = \$pending)

MARCH PAC/TRUSTEE BOARD REPORT: Sue Girard
CGES - March 3rd, 2021
MPES, LES

Main discussions of note:

- Trustees began virtual school tours this month via committee of the whole. We are excited to get an update from each school.
- Superintendent recruitment is underway. Stakeholder groups were consulted for the month of February.
- Ad Hoc Poverty Committee to have first meeting March 01. There will be stakeholder consultation after April 6th when the 1st draft policy is completed.
- SD46 has been chosen, through the amazing early childhood education programs we have a history with trailblazing, to be one of the first districts to implement “seamless day” which is where childcare happens before and after school onsite. This pilot project site for 2021 on the coast is West Sechelt Elementary. The Board is looking forward to hearing about how this evolves.
- The board has forwarded two motions to BCSTA: one focusing on restoring funding to the Roots of Empathy program and one focusing on moving forward the Pathways to Hope integrated mental health care plan. Full motions can be found in the February 10 2021 meeting agenda package.
- Letters are being sent to various ministries in support of Roots of Empathy, Pathways to Hope and Executive Compensation.
- SD46 continues with the 3 year Equity Scan. The focus questions will begin to be engaged with stakeholder groups and the next steering committee meeting with the ministry officials is TBD.
- Operations meeting March 30 at 930am is the final discussion about the 2021 -22 School year BUDGET dialogue. Everyone welcome. Details below:

Specific to CGES:

- ✓ Revisiting the info sent to the Chaster Road Speeding issues, it may be wise to send a letter to the Operations Committee to bring a delegation to speak to the issues and increase the awareness.
- ✓ Also Pratt Road concerns.
- ✓ Info on the Active Travel and safe routes to schools -- <https://sd46.bc.ca/active-travel/>
- ✓ Contact Nic Weswick - S/T SD46 to find out information for the Cedar Grove area.

PARENTS ARE ALWAYS WELCOME TO ATTEND THE PUBLIC BOARD MEETINGS

Next public board meeting: March 10 2020 7pm

<https://sd46.bc.ca/district-information/board-of-education-and-governance/board-meeting-schedule/>

<https://www.youtube.com/user/SD46Schools>

Next committee meeting day: March 30: 9:30 am to 4pm
Operations, Committee of the Whole, & Education (Sue G. Chairs this one)