





Cedar Grove Elementary PAC Meeting Minutes

Meeting Information	
Date: Wednesday December 2, 2015	Time: 7:00 – 9:00 pm
Chair: Christine Hardt	Recorder: Lisa McKay
Attendance (9)	
Barry Krangle, Principal	Christine Hardt, Co-Chair
Linda Schute, Treasurer	Lisa McKay, Secretary
Penny Nielsen, Volunteer Coordinator	Jaylene Avila
	Tracey McIntosh, Co-Chair
	Shannon Burtnick, DPAC Rep
	Scott Davis
Regrets: Susan Goddard, Pauline Attle-Billey (Breakfast Prgrm)	
Housekeeping	Action Items
1. Call to Order 7:00pm	
2. Introductions	
3. Additions to Agenda: agreed to discuss new business before old business at tonight's meeting, due to the lengthy discussion required under the old business.	
4. Minutes from last PAC meeting: November 4, 2015 Revisions: None Motion to Approve: Tracey McIntosh Seconded: Scott Davis	
5. Outstanding Action Items: None	
6. Regular Reports	Action Items
6.1 Chair's Report: <ul style="list-style-type: none"> • Chicken sales went smoothly, we raised \$385. Hoping to build momentum and increase sales each time. Plan is to give more notice for the spring sale so people have time to save money. Will also consider advertising or a prize for most sold. • Movie night was a great success and raised \$450. • Book Bingo is going well and a draw for the winner will be done at the conclusion of the PAC meeting. • The contract for the yearbook sale will be signed the second week of December and we will be announcing that all yearbook orders must be in by the end of February. • A microscope was ordered for the teacher's wish list. Christine is researching the other approved items. 	
6.2 Treasurer's Report: <ul style="list-style-type: none"> • As of November 30, 2015 we have \$18,931.27 in the general account • The Purdy's fundraiser brought in \$472.63 • The budget has been finalized, changes made (as discussed at last meeting): <ul style="list-style-type: none"> ○ Emergency kits will be purchased in place of yoga classes ○ Camera's will be purchased with gaming funds 	 Nov 2015 Treasurer Reports.pdf
6.3 Principal's Report: <ul style="list-style-type: none"> • Movie night was lots of fun, and it was great to see such a big turnout! • Friday, November 27, Barry Krangle and Mr. Metcalf took the girls 6/7 volleyball team to the UBC Oval for a tournament. For some added fun, they went to the Extreme Air Park in Richmond, and to Stanley Park to see the Christmas lights! • The Vancouver Aquariums Aqua Van will be at Cedar Grove on Dec 4! This will be a great learning experience, and lots of fun. • Our Pancake breakfast with Santa will be December 10, in the gym from 7:30am to 8:30am • The Christmas concert this year will include two showings: <ul style="list-style-type: none"> ○ Dec. 16th is the matinee at 1pm ○ Dec. 17th is the evening show at 6:30pm • Gerardo Avila has been working very hard with all of the children for this year's performance of "Grinches Who Stole the Fun" • Barry Krangle has applied for an Innovation Grant (more information to come) 	

<ul style="list-style-type: none"> We will have a new message board installed at the front of the school. Shannon Burtnick will bring the message board to Barry for installation. In January, we will be working with students on topics of diversity, covering topics such as racism and discrimination. 	
7. New Business	Action Items
7.1 Pancake Breakfast with Santa: Tracey has found us a new Santa (former Santa was in a car accident). Shannon has arranged hot serving dishes to keep pancakes warm, and is looking for additional griddles (Jaylene offered one for use). Pictures with Santa have been donated and students will be asked to bring a nonperishable food item	
7.2 Tim Horton's Christmas Trees: Shannon learned that the Christmas Tree fundraiser might be available for our school to participate in. Each year a different organization is selected to organize the tree sales, setup and removal. That organization receives all the money from the sale of the trees. Participating means that we would need to take down the trees on January 4 th , then organize the sale of trees, set them up and then decorate for Christmas 2016. Another organization has first 'dibs' on 2016, if they back out then it is available for us. If they accept then we will be in-line for 2017. <i>Christine made a motion to approve the PAC participating in the fundraiser, Seconded by Scott Davis.</i>	Shannon to determine if Xmas Tree Fundraiser will be done by Cedar Grove in 2016 or 2017. Motion passed: approved PAC taking on the Xmas Tree fundraiser in 2016 or 2017
7.3 Teacher Wish Lists: Roxanne Sammartino submitted a new request for mini bolsters in the Kindergarten classroom. These would be used to sit on and improve posture. Roxanne has access to a 40% discount; the total for 18 students is \$580.68. Jaylene is going to investigate as she may be able to get a better deal. Group discussed and decided to table this to the next meeting, as previously approved teacher wish list items are still pending purchase and we are not sure how much funds will be left in the budget.	Tabled to next meeting
7.4 Constitution & Bylaws: As discussed in September, Christine has revised the PAC constitution and bylaws based on a template from BCCPAC. A copy of the draft document was distributed to all present and posted on the PAC board. Christine explained that comments and suggested revisions can be emailed to her, and we will review the document in detail at the December meeting to create a 2 nd draft. The 2 nd draft will then be submitted for approval at the January 2016 meeting.	
8. Old Business	Action Items
8.1 Hot Lunch Policy: The draft Hot Lunch Policy was reviewed, revised and approved (final version attached). The new policy will be distributed in December with the Jan-March order notice.	 Hot Lunch Policy_2015-12.pdf
8.2 Constitution & Bylaws: The draft Constitution & Bylaws presented at the November meeting was reviewed in details. Several changes were made, and some items were questioned. Christine will conduct further research	Christine to update the Constitution & Bylaw and present at the next meeting.
Meeting Adjourned at: 9:00pm Next Meeting: January 6, 2015 7:00pm	

Attachments (Embedded Documents): November 2015 Treasurer Reports, Hot Lunch Policy