








Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
Date: Wednesday February 3, 2016	Time: 7:00 – 9:00 pm	
Chair: Christine Hardt	Recorder: Lisa McKay	
Attendance (13)		
Barry Krangle, Principal	Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair
Linda Schute, Treasurer	Lisa McKay, Secretary	Pammila Ruth, SD46 Trustee
Susan Goddard	Jaylene Avila	Lori Pratt
Aja Plows	Lisa McKay	Katie Borowski
Tina Poirier		
Regrets: Pauline Attle-Billey (Breakfast Prgrm). Penny Nielsen, Shannon Burtnick, Scott Davis		
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: December 2, 2015 Revisions: None Motion to Approve: Susan Goddard Seconded: Aja Plows		
5. Outstanding Action Items: None		
6. Regular Reports	Action Items	
6.1 Chair’s Report:	Christine to investigate and start work on a new PAC website.	
<ul style="list-style-type: none"> A new web page for the PAC was discussed, in order to have one main place to access all of the up to date PAC information. The old website will be taken offline, and the PAC page on the school website will include a link to the new PAC site. 		
6.2 Treasurer’s Report:	<p>Motion passed: approved grant application for basketball hoops</p> <p>Barry and Linda to meet and discuss costs.</p> <p>Linda to complete SCR D grant application.</p>	
<ul style="list-style-type: none"> As of January 31, 2016, the PAC has \$21,385.59 in the general account The cookie dough fundraiser was successful, and we have more money coming in. A total will be provided, once all of the funds have been received. The SCR D grant is a total of \$500.00. The application MUST be in by March 30, 2016. The application must also specify what the grant will be used for. Blankets and granola bars for the emergency kit were purchased with last year’s grant. Group discussed school’s current needs and agreed that new basketball hoops. <i>Susan Goddard made a motion submit the grant application to assist with purchasing new basketball hoops. Seconded by Christine Hardt.</i> The gaming grant is now in the gaming account. The total is \$5600. \$20.00 will be provided to each student with this. The teachers will be told that this money is now available. <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  CGE YTD Cashflow Jan31_16.pdf </div> <div style="text-align: center;">  CGE PAC Actual to Budget 2015-16 (Jan. </div> </div>		
6.3 Principal’s Report:		
<ul style="list-style-type: none"> The sprints in the hallway were very successful. There are pictures in the entrance to the school. The kids were in teams of different ages, and were all incredibly helpful and supportive of each other. Great to see! A couple of classes are studying refugee hardships. There is quite a bit of outdoor work being done, to have the kids experience a little bit of what it might be like to not have the comfort and safety of shelter. We now have a fish tank in the library! We had 10 different authors during our literacy week. 		

<ul style="list-style-type: none"> • Beatles week for literature through lyrics. • The sock hop was a lot of fun, and we look forward to having another. • The school is doing a special project for anti-bully day. Instead of wearing a pink shirt, the children will be working with a tie dye artist, and creating their own tie dye shirts, while discussing empathy and compassion. We think they will get a lot out of this, and working together. Each shirt will cost \$12, Barry asked if the PAC could assist with half the price so the children only need to pay \$6. <i>Christine Hardt made a motion for the PAC to pay \$6 per shirt for each child, with the funds coming from the experiential learning budget. Seconded by Susan Goddard.</i> • 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. • Intermediates are preparing for lots of exciting learning and events. • Grade 7's will be doing Justice Study, going to the Courts in downtown Vancouver (date TBA) Divisions 2&4 will be going on March 8. 	<p>Motion passed: PAC to pay \$6/shirt for each child from experiential learning budget</p>
<p>6.4 DPAC Report (update by Pammila Ruth)</p> <ul style="list-style-type: none"> • Pammila Ruth provided an overview of what was discussed at the January meeting. See attached DPAC minutes.  <p>DPAC Minutes 2016-01.docx</p>	
<p>6.5 School Trustee Report</p> <ul style="list-style-type: none"> • See attached report from Trustee Pammila Ruth  <p>Trustee Report 2016-02-03.pdf</p>	
<p>7. Old Business</p>	<p>Action Items</p>
<p>7.1 Tim Hortons Christmas Trees: Aja has left messages with Tim Hortons to try and determine if we can do the Christmas tree fundraiser in 2017. Shannon to follow up to firm up deal for December, 2016.</p>	<p>Shannon to follow-up with Tim Hortons.</p>
<p>7.2 Yearbooks: There have been only 42 yearbooks sold so far. We have 243 students. A decision on whether to order the minimum required to purchase must be made by February 29.</p>	
<p>7.3 Teacher Wish Lists update:</p> <ul style="list-style-type: none"> • Microscopes have been purchased at a cost of approx. \$200.00. • An art drawing rack has been purchased at a cost of approximately \$230.00 • Christine has been costing button makers, but a decision must be made on how much to spend as the cost varies widely. • The yoga pillows have been tabled until PAC knows how much is left in the budget and can then make a decision on the purchase. • Mrs. Teichrob has requested light covers as they find the current lighting too distracting. Total cost is \$154, or \$77 for half the classroom. 	<p>Tracey to speak with Mrs. Calvori to determine her preferences.</p> <p>Tabled to March meeting</p> <ol style="list-style-type: none"> 1) Decision re spending limit on previously approved purchase of button maker. 2) Approvals for yoga bolsters and light covers.
<p>7.4 Constitution & Bylaws:</p> <ul style="list-style-type: none"> • Page 5 of 15, will now reflect 6 meetings instead of 8 • Voting, in regards to point 4, has been agreed upon by the PAC • Section D on page 6 of 15 point #4, in regards to advertising to come out and vote for PAC members was discussed. More advertising, and for a longer period of time, in order to get more parents out to vote, was the consensus. There has been an issue with a low number of people coming out to vote for the PAC, and we would like to rectify this. • Christine will add a note, that if there are not enough voters at the meeting in June, the meeting to vote will be rescheduled for September. • The Coordinators on the PAC will go over the descriptions of their positions/duties, and submit changes or approvals to Christine. 	<p>Christine to make final amendments and post the last draft of the Constitution & Bylaws; final document will be signed at the March PAC meeting.</p>  <p>Cedar Grove PAC Constitution & Bylaws</p>
<p>8. New Business</p>	<p>Action Items</p>
<p>8.1 Sock Hop Update: Susan was very pleased with the Sock Hop Event, and did a wonderful</p>	

<p>job of planning the fun for the kids. There were no injuries! The kids were able to request songs, and that seemed to go over quite well. Another sock hop is planned for February 26, and volunteers will be needed to help out with that.</p> <p>8.2 Hot Lunch: Tina has announced that she will be stepping down as the Hot Lunch Program Coordinator, as of September 2016. She has graciously offered to help find a replacement and train them accordingly. Christine will call an executive meeting to discuss the Hot Lunch Program policies, and advertising for a new Coordinator.</p> <p>8.3 Soccer Concession: There is a fundraiser for the Soccer Association on March 5, 2016, that we can take part in (it will make a bit of money for the PAC). The work will involve set up, working the stand, and clean up/take down at the end of the event.</p> <p>8.4 School Health: A question was raised regarding the high numbers of sick children and what percentage off leads to notifying the Medical Health Officer (MHO) and scheduling extra cleaning. Barry advised that the schools are no longer required to notify the MHO and that extra cleaning is not something that is normally done when there are higher absences due to illness. Parents asked if we can put sanitizing wipes in our kids lunch and tell them to clean their desks, Barry advised that this is acceptable. A concern was also raised that computers are not being cleaned.</p> <p>8.5 Chicken Fundraiser: We will be doing another chicken fundraiser this spring. Pender Harbour will have their chicken delivered in April, and we will partner up with this. Forms will be sent out for orders. A contest as incentive for ordering has been discussed. A pizza party for the Division with the most orders was tabled.</p> <p>8.6 Movie Night: We are looking at planning another movie night. Alvin and the Chipmunks and Minions 2 have been the suggestions so far. Two dates we are discussing are April 15 or April 22. We will serve hotdogs as well as pizza again. The hotdogs were very popular.</p> <p>8.7 December Spending Decisions: Agreed to pay half of the tie die shirts earlier in the meeting, no further spending approvals were submitted.</p> <p>8.8 Kindergarten Introductions: Susan has suggested that a PAC volunteer (or two) attend the kindergarten parent introductions, speak to parents about the role the PAC plays and who we are, and provide an information letter to the parents.</p>	<p>Christine will arrange an executive meeting prior to the next PAC meeting</p> <p>Aja will speak to Penny to determine if we can arrange enough volunteers to run the soccer concession.</p> <p>Susan will update the PAC welcome letter</p>
<p>Meeting Adjourned at: 9:00pm Next Meeting: March 2, 2016 7:00pm</p>	