



Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
Date: Wednesday May 4, 2016	Time: 7:00 – 9:00 pm	
Chair: Christine Hardt	Recorder: Christine Hardt	
Attendance (9)		
Barry Krangle, Principal	Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair
Linda Schute, Treasurer	Tina Poirier, Hot Lunch Coord.	Pammila Ruth, SD46 Trustee
Susan Goddard	Jaylene Avila	Shannon Burtnick
Regrets: Pauline Attle-Billey (Breakfast Prgm), Lisa McKay, Aja Plows, Penny Nielsen		
Housekeeping	Action Items	
1. Call to Order 7:03pm		
2. Introductions		
3. Additions to Agenda: None		
4. Minutes from last PAC meeting: April 6, 2016 Revisions: none Motion to Approve: Susan Goddard Seconded: Tracey McIntosh		
5. Outstanding Action Items: None		
6. Regular Reports	Action Items	
6.1 Chair's Report: <ul style="list-style-type: none"> The mill is donating \$200 to the PAC toward the purchase of a BBQ. We will table the purchase of the BBQ to the 2016/17 school year, as it was not included in this year's budget. Light filters were ordered for Mrs. Teichrob's teacher's wish list request and they arrived today, total cost was \$95.16. We have now spent this year's wish list budget. Josten's was able to increase our yearbook order to 115. We now have 10 spare books available for last minute sales. Mr. Krangle asked if some can be given to low income families who cannot afford yearbooks. New PAC website is almost ready but needs pictures. Christine advised that free website hosting means that we would have limited data and a web address that is provided by the host and includes their name. The group discussed and felt that we should purchase a domain name. Motion: <i>Susan Goddard made a motion to spend up to \$100 toward the PAC website. Seconded by Jaylene Avilla.</i> Mrs. Mead's class won the Ice Cream Party for selling the most chicken. They've requested May 27th. Christine asked for volunteers to dish out the ice cream. Christine reported that the craft fundraiser for Mother's Day did not happen as she had a child in the hospital and was not able to get it out in time. Decision was made to send it out in May instead, in time for Father's Day. Christine is working with Source for Sports in Sechelt to offer school hoodies and t-shirts for sale. Discussed colour options – the school's colour is green, and the logo has 3 trees. Christine will work to put together a logo that includes the school name. 	<p>Christine will ask Chris *** to create a waitlist for anyone who enquires about purchasing a yearbook.</p> <p>Barry to forward pictures for website to Christine.</p> <p>Motion passed: Spend up to \$100 toward new PAC website.</p> <p>Shannon Burtnick and Tina Poirier will volunteer at Div. 8's Ice Cream Party.</p>	
6.2 Treasurer's Report: <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;"> <p>CGE PAC Actual to Budget 2015-16 (Apr.Cashflow-2016-04-30)</p> </div> <div style="text-align: center;"> <p>YTD</p> </div> </div> <ul style="list-style-type: none"> Reviewed the YTD Cashflow and budget comparison (see attachments) Current bank balance is \$24572.33 It was noted hat popcorn days do not bring in much money, if any. Motion: <i>Tracey McIntosh made a motion to increase the price of popcorn from 25 cents to 50 cents starting in September. Seconded by Tina Poirier.</i> Money is still due to come in from the progressive cards. We will need to order more 	<p>Motion passed: Popcorn price will increase to 50 cents starting in September.</p>	

<p>cards in September</p> <ul style="list-style-type: none"> • The Purdy's Easter fundraiser is also still due • Cookie Dough fundraiser money has now been deposited, we did well and made \$710.05 • In general we are doing better than we budgeted for the fundraisers • The gaming grant application was submitted today, but discovered that we have an outstanding Class D raffle license summary report (for Oct 23rd 2014 event) 	<p>Linda to follow-up with Melinda to see if she completed the summary report.</p>
<p>6.3 Principal's Report:</p> <ul style="list-style-type: none"> • The school surprised Chris Hilstand with an assembly for Admin Assistant . Every class had a flower to present and said thank you for something, also they had a Ms. Hilstead impersonation contest. • A cross country was held recently in honor of Katie Hall who completed the Vancouver marathon. • Gr. 7's went to Vancouver for a justice trip with Mr. Metcalfe & Barry. They attended some court cases, and met with a sheriff and a judge. Also, they did a brief walking tour of the downtown eastside and discussed what draws people into that neighbourhood, and went to the old Vancouver police museum. • A lot of classes are doing outdoor education initiatives • Cedar Grove had a team of 3 in the Pender Harbour Mountain Grind • The school celebrated Earth day with 2 educational assemblies, and work on the bike trail which as been sculpted out. Hoping to starting having a bike day once per week when the trail is ready. • Barry is working on plans for the outdoor classroom area, hoping to have the site excavated soon but am not sure on timeline. The cost is estimated to be up to \$20,000. The school is hoping for some assistance from the PAC. • Next year's teacher postings are happening now. • Gr 6/7 dance will be held June 2nd 6:30-8:30pm. Looking for Volunteers to help with concession. Tickets to dance are pre-sold. Sell drinks, popcorn, candy, carnations (kids buy flowers for someone for \$2 each), and needs help with decorations. Tracey/Tina will help to organize the concession. • Barry received a call from alternate school, they have students to help with sports day so no parent assistance is needed for the events. The PAC will run the concession and lunch as normal, and look for parent assistance. • Thank you for support of Jessie Whalen, great parent night and good feedback from the kids. • Lunchtime softball games are underway, with a recent game where grade 7's played against the teachers. • Week without walls is coming up May 30-June 3. The primaries cannot go to the children's festival as could not find a bus. Bike rodeo the first Monday, and individual classes are setting up various activities for the week. Also, there will be some class swaps with Madeira Elementary, and some students will go up Soames Hill. • Talent show coming along great. 	<p>Tina/Tracey volunteered to help organize the Gr 6/7 dance concession. Barry will advertise in newsletter to look for volunteers to help decoration.</p>
<p>6.4 DPAC Report: (Pammila)</p> <ul style="list-style-type: none"> • Counsellors from Elphie/Chat talked about gr 7 transition to highschool • Erin Foreman with Cougar Crossing talked about her program which helps students with special needs transition into adulthood. • Marilyn Baines and Vanessa White are trying to get a Mental Health workshop off the ground, more details to come. • Upcoming dates: I Care About You – May 7th at Gibson's Community Centre 11-1 and Unspoken Thoughts and Hidden Facts, May 6th at Kinnikinnick 9:30-11:30am • Patrick Bocking discussed new Principal and Vice Principal assignments 	
<p>6.5 School Trustee Report:</p> <ul style="list-style-type: none"> • Student forum was held, students are very concerned with mental health. Stress they are under, transitions from elementary to high school to real world. The forum will be discussed at next week's board meeting. • Energy ambassadors are coming to the next board room to discuss how studen's are 	

<p>working with the schools and outside members of community re how to help with energy saving.</p> <ul style="list-style-type: none"> • New principal assignments are out. 3 new hires. New Langdale principal did a Tedx talk last year, fabulous. Very forward thinker. • Next traffic meeting, will discuss Chaster Road and request for rumble strips to slow down traffic to the 30km in the park/school zone. 	
7. Old Business	Action Items
7.1 Popcorn Maker: Christine reported that Aja told her that our rep came and checked the popcorn maker. The part we need to order will cost approx. \$30. Group discussed and felt that it is running better since it was thoroughly cleaned, hesitated to buy the part now and will wait and see how it runs for a while.	
7.2 Raffle: As the legion location for the Burger and Beer fundraiser did not work out, it was suggested that we hold a raffle to assist fundraising. Discussed options for the raffle and it was decided that the tickets will be sold for \$2 each. The draw can be held either at the family BBQ or the last day of school.	Christine to finalize prizes and coordinate the raffle.
7.3 Staff Appreciation Lunch: Susan is coordinating the lunch which will be held on May 25, 2016. A notice will be going home asking parents to donate potluck items, and to ask for 4 parents to assist Barry with playground supervision at lunch.	
7.4 Sports Day June 9th: No parent volunteers are need this year to assist with the Sports Day events, but volunteers are still needed to work at the concession and to pack student lunches provided by the PAC.	Christine, Tracey and Tina to meet to coordinate the concession. Christine to send home a volunteer sign up form.
7.5 Family BBQ June 15th: Barry is arranging a meeting to start planning the Family BBQ.	Christine, Tina and Tracey will plan the concession while meeting re sports day.
8. New Business	Action Items
8.1 Parent Survey: Christine is working on a parent survey which will go out by email at the end of the school year. The survey is being developed using last year's draft; she will contact people for advice/opinions as needed.	
8.2 Hot Lunch Website: The munchalunch website was discussed at recent PAC executive meetings and it is the consensus that we are not happy with the ordering and reporting capabilities. Christine provided a brief demo at the executive meeting of the Hotlunches.net system which includes an email module for notifications to parents; all present felt that we should change over. Christine asked if a demo is required at the June PAC meeting, group felt it is not necessary. Motion: <i>Christine Hardt made a motion to change from munchalunch to hotlunches.net for the 2016/2017 school year. If the invoice is paid by the end of June 2016, the price will be \$400 for the 2016-2017 school year. (Same cost as munchalunch with additional functionality). Secoded by Tina Poirier.</i>	Motion passed: Hot lunch ordering will change to hotlunches.net next school year, in place of munchalunch. Christine to coordinate the setup of the new website
8.3 June AGM: Christine advised that the June meeting is also the Annual General Meeting as per the newly updated Constitution & Bylaws. Elections for next year's PAC executive will be held at the meeting.	
8.4 Spending Decisions: <ul style="list-style-type: none"> • It was noted at the last movie night that the PAC kitchen is desperately in need of a new broom/dustpan. Also, Tina Poirier is requesting a bagel toaster which will make it easier/faster to toast bagels in the morning. Currently an old toaster oven is being used but it only holds one bagel. Jaylene Avila offered to donate a broom/dustpan. Motion: <i>Christine Hardt made a motion to spend up to \$100 on a bagel toaster. Secoded by Linda Shute.</i> 	Motion passed: Spend up to \$100 to purchase a bagel toaster for the breakfast program. Tina Poirier will purchase the item.
Meeting Adjourned at: 9:05pm	Next Meeting: June 1 , 2016 7:00pm