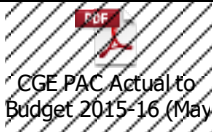




Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
Date: Wednesday June 1, 2016		Time: 7:00 – 9:00 pm
Chair: Christine Hardt		Recorder: Lisa McKay
Attendance (15)		
Barry Krangle, Principal	Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair
Linda Schute, Treasurer	Lisa McKay, Secretary	Susan Goddard
Jaylene Avila	Penny Nielsen, Volunteer Coordinator	Shannon Burtnick, DPAC Rep.
Scott Davis	Tina Poirier, Hot Lunch Coordinator	Katie Borowski
Lisa Patterson	Melinda Marsh	Anneke van Swieten
Regrets: Pauline Attle-Billey (Breakfast Prgm), Aja Plows, Pammila Ruth, SD46 Trustee		
Housekeeping		Action Items
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: None		
4. Minutes from last PAC meeting: May 4, 2016 Revisions: None Motion to Approve: Tina Poirier Seconded: Melinda Marsh		
5. Outstanding Action Items: None		
6. Regular Reports		Action Items
6.1 Chair's Report: <ul style="list-style-type: none"> • Thank you to Susan Goddard for coordinating the Teacher Appreciation Lunch, it was a great success. • Yearbooks: Are scheduled to arrive June 6th, Christine requested assistance to help deliver them. • Our new website is up and running! Please have a look! Go to www.cedargrovecpac.com, to keep up to date with current school news. • A new hot lunch website will be launched for September. The hope is that this new website is much more streamlined, and will make things easier for parents/guardians to use. We've already started using the calendar. The calendar on the PAC website is linking to the calendar on the hot lunch site. • The Kids Art Fundraiser was not a resounding success. For our Christmas crafts, we will organize with the teachers for the kids to complete the artwork in class. Then the order forms will go home with the completed art work. The fundraising company advised that this format is always the most successful. • Cedar Grove PAC has been selected to coordinate and benefit from the 2017 Tim Horton's Festival of Lights. The PAC will need to take down the trees and decorations after Christmas 2016, store everything, and then sell trees and decorate for Christmas 2017. To make the selection official, we need to send an application letter to the owner of Tim Horton's. • Monk School Supplies sent an information package. Christine asked if everyone wanted to offer the online ordering again. Linda noted that we are still owed the \$80 we made last year. All were in favour of offering it again, provided we receive payment for last year's orders. • Food to be purchased for the Cedar Grove Family BBQ. A schedule of volunteers will be made and sent out, with each volunteer taking a short shift, so we can all enjoy the BBQ with our families. 		<p>Melinda, Tracey and Tina volunteered to distribute yearbooks.</p> <p>Christine to send a letter to Tim Horton's re the 2017 Festival of Lights.</p> <p>Christine to contact Monk School Supplies re balance owing to us, and arrange this year's online ordering. UPDATE: A decision was made with Barry after the meeting to not offer online ordering. Details at September meeting.</p>
6.2 Treasurer's Report:		Linda to follow-up with Melinda re the missing Gaming License Report.

 <ul style="list-style-type: none"> Reviewed the YTD Cashflow and budget comparison Our revenues for the year are better than we budgeted. We have received the Gaming License for the raffle. This money will be put towards learning opportunities, and not the outdoor structure. Other monies will be raised for that purpose, as we cannot use gaming money towards the structure. While applying for the gaming license, it was discovered that we have an outstanding license report due for last year. There is still \$700 outstanding in Hot Lunch payments for the year, plus there are a lot of credits. Elphinstone Secondary has asked if we would like to send a representative to the grad ceremony to present our bursary. 	<p>Tina will give Christine a report of balances owing/credits. Christine to follow-up.</p> <p>Jaylene will ask her husband (Mr. Avila) if he would like to present the Bursary.</p>
<p>6.3 Principal's Report:</p> <ul style="list-style-type: none"> Our science fair for the intermediate children was incredibly successful. The intermediate teachers did a spectacular job with getting everyone engaged and having fun. All of the classes were able to view the projects. The talent show brought out some exceptional talent! We are very proud of the spirit and support for each other that the kids had! We had a really successful track meet. We do expect that we will have more children sign up next year, because there certainly has been more interest. The Vancouver trip with the intermediate kids was a lot of fun. We took a tour around the Vancouver Harbour which was a great learning experience, and then we rented bikes and toured around Stanley Park! We were very lucky, because the weather was incredible. Bike Day was Monday May 30th. 200 kids on bikes and no accidents! Our Week Without Walls was met with enthusiasm. There was a lot going on and we did get some good feedback. Notices could come out sooner next year, and be spread out over more time. There was a bit of confusion for parents with all the notices that went out, so close together. A Parent/Volunteer Appreciation tea will be held on June 13th at 1pm. The Grade 6/7 dance is tomorrow night, we will find out the total number coming tomorrow. The last day of school is Friday June 24th. It is a half day, school will finish at 11:50am. Postings have been happening, we will be losing some of our teachers. 	
<p>6.4 DPAC Report:</p> <ul style="list-style-type: none"> The communication survey results were reviewed at the meeting; Shannon passed a copy of the results around the room. It was noted that the results were hard to gather info from as there was no info re what school the comments were for. There was discussion re how to get parents to come to PAC meetings. Shannon noted the difficulties with transportation and bussing issues. The superintendent advised that they are under contract to the current bus operator for 4 more years. There was a discussion regarding parent education for next year. Some suggestions were Class 4 licensing and Food Safe. 	
<p>6.5 School Trustee Report: No report – Pammila absent.</p>	
<p>7 Old Business</p>	<p>Action Items</p>
<p>7.3 Popcorn maker: The part was actually purchased for the popcorn maker for \$30, even though it is working much better since being thoroughly cleaned out. The company rep inspected the popcorn maker and felt we needed a new thermostat. We will look at having it installed. It was also noted that we need to make a cleaning schedule for next year, so it gets a good cleaning at least once per month.</p>	
<p>7.4 Raffle:</p> <ul style="list-style-type: none"> Price Donations have been gathered and tickets will be printed off and packaged to be sent home, with each child/family to sell a book of 10 tickets. Tickets are \$2 each. PAC members to package and distribute tickets. 	<p>All PAC</p>

<ul style="list-style-type: none"> Winners will be announced at the Gr.7 farewell ceremony, and will be notified by phone call. 	
<p>7.5 Parent Survey: Christine is working on the parent survey which will be distributed online at the end of the school year. Christine will contact others for input as needed.</p>	
<p>7.6 Hoodies/t-shirts and school logo: Cedar Grove hoodies and t-shirts were put on hold as there was not enough time to guarantee delivery before summer break. Also, there are some changes needed for the school logo. Barry showed the school's new sports jerseys and all agreed that the update logo on the jerseys should be used on the t-shirts and hoodies.</p>	<p>Christine to coordinate the hoodies/t-shirts and logo over the summer, sale will occur in the fall.</p>
<p>7.7 Event Updates:</p> <ul style="list-style-type: none"> Grade 6/7 Dance: Decorating was done by one of the classes and Tina shopped for the concession items. Christine sent out a volunteer sign up form and arranged a volunteer schedule for the event. Tracey will be there for set up, and Christine will be there for clean up. It is unclear as to whether the concession money goes to the PAC, or the Grade 7s. Sports Day, June 9th: Volunteer sign up forms have gone home and are due soon. Christine will set up a schedule for volunteers to help with the kids' free lunches and the concession. Family BBQ, June 15th: This event will be June 15. It is a BBQ and dance from 5pm-8pm, with a parent/teacher band playing! It will be lots of fun! Tickets and food order forms will be sent home. The purchase of tickets and food can be done by filling out the order form, and sending back to the office so we may determine how many people we are feeding. 	<p>Tracey to follow-up with Barry re what money goes to the grade 7s.</p>
<p>8 New Business</p>	<p>Action Items</p>
<p>8.3 September Meeting: Christine asked those present if they prefer to have the first PAC meeting in October, or if we should have a PAC meeting the 2nd week of school. All present were in favour of scheduling the first PAC meeting for Wednesday, September 14th at 7pm.</p> <p>8.4 Spending decisions:</p> <ul style="list-style-type: none"> No spending requests were received. 	<p>September PAC meeting schedule for the 14th.</p>
<p>8.5 Elections: Elections for the new 2016-2017 PAC Executive were held. The results are as follows:</p> <p>Co-Chairs: Christine Hardt and Tracey McIntosh Vice Chair: Shannon Burtnick Treasurer: Linda Shute Secretary: vacant Member at large: Susan Goddard Breakfast Program Coordinator: Pauline Attle-Billey Hot Lunch Coordinator: vacant Fundraising Coordinator: Aja Plows</p> <p>There were no nominations for the volunteer coordinator position, it was discussed and decided to leave this position vacant for now as event coordinators are normally coordinating the volunteers themselves.</p>	
<p>Meeting Adjourned at: 9pm</p>	<p>Next Meeting: September 14, 2016 at 7pm</p>