



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
<b>Date:</b> Wednesday February 1, 2017		<b>Time:</b> 7:00 – 8:30 pm
<b>Chair:</b> Christine Hardt		<b>Recorder:</b> Scott Davis/Christine Hardt
Attendance (10)		
Barry Krangle, Principal	Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair
Linda Shute, Treasurer	Shannon Burtnick, Vice Chair	Scott Davis
Richard Shute	Anneke van Swieten	Pauline Attle-Billey, Breakfast Prgm Coord
Tracy Aiken	Greg Russell -SD46 Trustee	
<b>Regrets:</b> Aja Plows, Susan Goddard		
Housekeeping		Action Items
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: Vessey Bulbs - Anneke		
4. Minutes from last PAC meeting: Dec 7/16 Revisions: Change IAP to IEP (typo) Motion to Approve: Tracey Seconded: Scott		
5. Outstanding Action Items: <ul style="list-style-type: none"> <li>• Kitchen Improvements needs a committee</li> <li>• Payment from Monk School Supplies 2015 is still outstanding – <b>advised that payment is coming</b></li> <li>• Barry to investigate school costs for purchasing iPads - <b>completed</b></li> <li>• Christine will investigate milk delivery for 3<sup>rd</sup> session of hot lunch – <b>in progress</b></li> <li>• Spend \$500 on replenishing classroom sports equipment bins – <b>in progress</b></li> <li>• Barry to look into drainage issue and submit a request</li> </ul>		
Guest Speakers		Action Items
Guest speakers: Patrick Bocking, Superintendent of Schools, SD46 and Nicholas Weswick, Secretary/Treasurer SD46 <ul style="list-style-type: none"> <li>• The PAC was given a 2017 SD46 budget presentation and PAC members provided feedback via an Internet website. The feedback was reviewed and ideas / subjects were discussed.</li> <li>• Enrolment was previously going down, but has started going up last year and this year</li> <li>• About 80 percent of budget is salary and benefits</li> <li>• Recommend that parents review the SD46 strategic plan on the website</li> </ul>		
6. Regular Reports		Action Items
6.1 <b>Chair's Report:</b> <ul style="list-style-type: none"> <li>• Festival of Lights Tim Horton's was a success. The volunteers came out and it was wrapped up in about 1 hour. The set up next year will require planning to assure enough volunteers are on hand. Shannon Burtnick's company volunteered storage space for the displays. When the weather warms up a team of volunteers will inspect the displays and replace bulbs and make repairs.</li> <li>• Milk Program to start. The new refrigerator was delivered and installed in late January.</li> </ul>		PAC volunteers needed for the display work day. Date to be announced

<p><b>6.2 Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• Finances are in good standing. Operating account balance \$30,714.15. SD46 account balance: \$1079.24. Gaming account balance: \$7810</li> <li>• Received reminder regarding the Elphinstone Senior Secondary Education Bursary of \$500, this was previously approved and budgeted for. Pauline offered to present the bursary at the grad ceremonies this year.</li> </ul>	
<p><b>6.3 Principal's Report:</b></p> <ul style="list-style-type: none"> <li>• Facilities Maintenance is ongoing: ducts are being cleaned and repaired, and they are checking for mold. A couple windows were replaced and they've had a look at our concerns regarding the kitchen. Our letter to the superintendent was received and discussed.</li> <li>• Literacy week events. Former staff returned to share reading to students. Students read aloud over the PA system.</li> <li>• Hallway Sprints - indoor physical activity during the cold weather. They had 25 teams participate with Grade 7 students volunteering as hosts. All teams will win in some type of category.</li> <li>• Outdoor Classroom is experiencing delays due to winter weather.</li> <li>• Granny Brigade – this is a new program to involve local seniors to socialize with CGE students. A local woman advertised for grandmas to volunteer, they were provided with 50 hours of training re counselling and what to do in schools. Grandmas will be in the classrooms listening to the kids, asking questions, and helping kids to feel valued.</li> <li>• Tie Dye shirts are ordered and school will hand dye shirts. Delivery will be in time for Anti-Bullying / Pink Shirt Day.</li> <li>• FSA is finishing this week.</li> </ul>	
<p><b>6.4 Trustee Report:</b></p> <ul style="list-style-type: none"> <li>• We have a new School Board Trustee representative. Pammila Ruth is now the rep for Gibsons Elementary, and Greg Russell has joined us as the new rep for Cedar Grove.</li> <li>• Greg shared that he attends our meeting to receive communication from the PAC and he does not plan to provide regular reports as the information is already available on the SD46 website and in the newspaper.</li> <li>• Greg will not be at the March meeting as he will be on vacation, Pammila might come in his place.</li> </ul>	
<p><b>7 Old Business</b></p>	<b>Action Items</b>
<p><b>7.1 SCRD Grant Update:</b></p> <ul style="list-style-type: none"> <li>• Linda advised that the deadline for spending the SCRD Grant [\$500] is near but have still not been notified if we are ok to order the basketballs.</li> <li>• Discussed and agreed that if have not heard back from the SCRD by the end of this week, we should go ahead with the purchase as we can show due diligence in trying to seek approval for the change from hoops to balls.</li> </ul>	
<p><b>7.2 Teacher Wish Lists:</b></p> <ul style="list-style-type: none"> <li>• Christine advised that we are still waiting for wish list purchases to go through. There have been issues with the art drying rack order as they are more expensive than we had been told. Chris Hilstad is able to order them with free shipping, but they will cost approximately \$150 each.</li> </ul>	
<p><b>8 New Business</b></p>	<b>Action Items</b>
<p><b>8.1 Hot Lunch/Breakfast Program Updates:</b> Christine advised that the breakfast program is in need of more volunteers, we put a call on facebook. We lost one hot lunch volunteer on Thursdays due to a schedule change at her work, luckily Buz Straw was able to find someone new to replace her. Scott suggested adding to the weekly hot lunch reminder email when we have these types of requests – maybe in colour?</p>	
<p><b>8.2 Movie Night Feb 9:</b> We had planned to have a school movie night on February 9<sup>th</sup>, but were advised that there is a community movie night the next day. It was discussed and decided</p>	

to postpone our movie night to later in March or April.	
<p><b>8.3 Food Bank Challenge:</b> Christine discussed that at the beginning of the year we had suggested a food drive for the bank in February or March, and challenge another school. Christine does not have time to organize this and asked if anyone is available to do this, no one volunteered. It was suggested that we could hold a twoonie drive, and that we should check with the food bank to determine whether they prefer to receive food or money.</p>	Christine to follow-up with food bank re possibility of a food or twoonie drive.
<p><b>8.4 iPads:</b> At a previous meeting, Barry asked if the PAC could help with the purchase of iPads for the classrooms to assist with improving educational technology. Christine raised this issue again, as she noted that there is a need for them to assist with learning. Barry advised that a classroom set (30 iPads) will cost \$15,000. Discussed as group and agreed that we have enough money to do this now. We can also use some gaming money if needed, and we can also hold another raffle to raise additional gaming funds.</p>	
<p><b>8.5 Vessey Bulbs:</b> Anneke is planning to send out the spring bulb order in time to have order forms due back before spring break.</p>	
<p><b>8.5 Spending Decisions:</b></p> <ul style="list-style-type: none"> <li>• Art Drying Racks: <b>Motion:</b> <i>Christine motioned to increase the amount we will spend on the Art Drying Racks to \$150 per rack. Seconded by Pauline.</i></li> <li>• Tie Dye shirts: Barry is requesting for the PAC to contribute \$2/shirt toward the purchase of the shirts &amp; dye. The cost to students will be \$10 per shirt. Students will be making shirts again in lieu of wearing pink shirts anti-bullying day. <b>Motion:</b> <i>Scott motioned to spend \$2 per shirt, per student toward tie dye shirts. Seconded by Linda.</i></li> <li>• iPads: <b>Motion:</b> <i>Anneke motioned to spend \$15,000 for a classroom set of iPads. Seconded by Scott.</i></li> </ul>	<p><b>Motion Passed:</b> Agreed to spend up to \$150 each for 2 art drying racks.</p> <p><b>Motion Passed:</b> To spend \$2 per shirt per student toward tie dye shirts.</p> <p><b>Motion Passed:</b> Agreed to spend \$15,000 for classroom set of 30 iPads.</p>
<p><b>Meeting Adjourned at:</b> 8:30pm</p>	<p><b>Next Meeting:</b> April 5, 2017 at 7pm</p>

**Attachments:**

- Treasurer's Report

Cedar Grove PAC  
 Cashflow Statement  
 YTD Ending January 31, 2017

	Revenue	Costs	Operating	SD46	Total	Gaming
<b>Opening cash balance - Sep 1, 2016</b>						
			\$ 18,301.99	\$ 279.24	\$ 18,581.23	\$ 4,320.00
<b>Fundraising:</b>						
Hot lunch	16,222.09	(\$6,837.00)	9,385.00		9,385.00	
Popcorn	1,025.50	(\$559.60)	465.90		465.90	
Progressive	15,276.60	(\$14,002.90)	1,273.70		1,273.70	
Raffles	1,211.00	(\$600.50)	610.50		610.50	
Maxin Nights	1,445.34	(\$505.87)	939.47		939.47	
Cookie Dough	1,288.00	(\$987.00)	301.00		301.00	
Sports Day / BBQ	-	(\$228.00)	(228.00)		(228.00)	
Grade 6 / 7 dance	-	\$0.00	0.00		0.00	
Chicken	7,977.50	(\$7,100.00)	827.50		827.50	
Yearbook	982.00	\$0.00	982.00		982.00	
	<u>45,378.03</u>	<u>(30,870.96)</u>	<u>14,557.07</u>	<u>0.00</u>	<u>14,557.07</u>	<u>0.00</u>
Parent donations			100.00	300.00	400.00	
Grant			500.00	500.00	500.00	4,740.00
			<u>14,657.07</u>	<u>800.00</u>	<u>15,457.07</u>	<u>4,740.00</u>
<b>Expenses:</b>						
Bursary (2015/16)			500.00		500.00	
Breakfast			184.18		184.18	
BCCPAC Fees			75.00		75.00	
Misc Admin			124.60		124.60	
Babysitting			40.00		40.00	
Contest prizes			75.00		75.00	
Teacher Wish Lists			92.65		92.65	
Staff appreciation lunch			0.00		0.00	
Sock hop			53.48		53.48	
Discretionary fund						
Fridge			1,100.00		1,100.00	1,250.00
Grade 6/7 fieldtrip transportation costs						
			<u>2,244.91</u>	<u>0.00</u>	<u>2,244.91</u>	<u>1,250.00</u>
YTD Surplus			12,412.16	800.00	13,212.16	3,490.00
<b>Closing balance - January 31, 2017</b>						
			\$ 30,714.15	\$ 1,079.24	\$ 31,793.39	\$ 7,810.00

