



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
<b>Date:</b> Wednesday December 7, 2016		<b>Time:</b> 7:00 – 8:30 pm
<b>Chair:</b> Christine Hardt		<b>Recorder:</b> Christine Hardt
Attendance (10)		
Barry Krangle, Principal	Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair
Susan Goddard	Sara Weber	Katie Borowski
Tracy Aiken	Sheila Wilson, Guest Speaker	
<b>Regrets:</b> Aja Plows, Linda Shute, Scott Davis, Shannon Burtnick, Pammila Ruth, Pauline Attle-Billey		
Housekeeping		Action Items
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: none		
4. Minutes from last PAC meeting: Nov 2/16 Revisions: none Motion to Approve: Susan Seconded: Tracey		
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</li> <li>• Barry to investigate school costs for purchasing iPads</li> <li>• Tracey to contact teachers re class reps – Completed, all classes have reps</li> <li>• Christine will investigate milk delivery for 3<sup>rd</sup> session of hot lunch</li> <li>• Barry will submit a requisition for electrical installation – Completed</li> <li>• Tracey to investigate movie options and organize vote – Completed</li> <li>• Susan to purchase popsicles and deliver to winning classes. – Completed</li> <li>• Spend \$500 on replenishing classroom sports equipment bins – in progress</li> <li>• Barry to look into drainage issue and submit a request</li> </ul>		
Special Guest – Sheila Wilson, Roberts Creek Community School		
<ul style="list-style-type: none"> <li>• Cedar Grove Elementary is included in the Roberts Creek Community School (RCCS). RCCS is a non-profit society, has a volunteer board, and is overseen by paid coordinators.</li> <li>• Sylvia Calvori is on the RCCS board, principal is invited to attend meetings</li> <li>• RCCS provides a place and a set of partnerships between the school and other community resources, its integrated focus upon the whole child, social and emotional learning and community engagement leads to improved student learning with stronger families and healthier communities</li> <li>• Funded by SD funds for community link funding, this is core funding. As a non-profit they leverage and apply for additional grants and donations, and depend on a lot of volunteer work (i.e. not a rich entity)</li> <li>• RCCS provides the Roots of Empathy program for the district. Once every 3 weeks mom and baby come into a classroom. This builds social emotional learning skills; here at Cedar Grove this is delivered in Sylvia's classroom. Kari Teichrob is the mom for our school (was a teacher here last year). RCCS often go to the PACs and ask for funding to assist with this program. Because we are receiving it we were not asked to help fund it this year.</li> <li>• Breakfast for kids program: Sechelt Community Schools provides this program for 3 schools (Ted). There is a small amount of funding for each school. Sheila complimented the amazing breakfast trays that the Cedar Grove breakfast volunteers</li> </ul>		

<p>provide with our Breakfast program. The idea is not to single out the child who needs food, so offer it for all.</p> <ul style="list-style-type: none"> <li>• Nights Alive Program: In the past opened a gym and tried to provide safe place for kids to hang out. It faded away over the years, so a few years ago they changed gears. Funding comes from regional district and is focussed on grades 6/7s. Kids from Cedar Grove are invited to attend [comments that we haven't heard of this before]. They want to keep it as safe and comfortable environment. It is held from 5-8pm every Friday night at Roberts Creek Elementary when school is in session, and offer pasta feeds. It is run by young people, the gym is open and sometimes there are crafts. It is a social time for kids to get together. Sheila will send info to our school re upcoming evenings.</li> <li>• Outreach worker program: assists at risk people, funded by regional district</li> <li>• Mind the Gap – mindfulness and strengthening families program.</li> <li>• Restorative Practice – all of our staff have done the 'circle training'. This is a model for decision making and problem solving, social responsibility. Staff use the circles to communicate or to resolve issues with students. Through the community school we had someone who worked with the staff 3 hrs/week last year, they helped by working with individuals and building some support. The person quietly circulated on the playground. One of our EAs did the circle training and is working with our classes this year.</li> <li>• RCCS is working with Roberts Creek Elementary on school gardens. Sheila noted that they would be interested in a partnership with Cedar Grove as we are also working on a garden project.</li> <li>• Local programs that C.S. offers to RC &amp; CG: <ul style="list-style-type: none"> <li>○ Kinderspark</li> <li>○ Babysitting course at RC, if interested in getting set up here let Sheila know (Susan asked about Home Alone program, Hug a tree program, safety and outdoors...will send details to Sheila.)</li> <li>○ Homework Club: did not go well here. Talked about it for this year, but decided to reshape the job and not do the homework club. Notion of homework has changed with the newer curriculum – not as much homework now.</li> <li>○ Kidz Club after school care</li> <li>○ Family fun nights at Gibsons Elementary</li> </ul> </li> </ul>	
<p><b>6. Regular Reports</b></p>	<p><b>Action Items</b></p>
<p><b>6.1 Chair's Report:</b></p> <ul style="list-style-type: none"> <li>• Movie night (Finding Dory) was a success</li> <li>• Book Bingo was a great success. Every box was filled on the intermediate board, and nearly all were full on the primary board. Two winners were drawn as planned, then we added 2 additional draws due to the success. One student did not collect his/her prize, so a total of \$75 was given (\$25 gift certificate each for the book fair).</li> </ul>	
<p><b>6.2 Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• No report – Linda not able to attend meeting.</li> </ul>	
<p><b>6.3 Principal's Report:</b></p> <ul style="list-style-type: none"> <li>• Put in a whole bunch of requisitions to get things done around the school: <ul style="list-style-type: none"> <li>○ Heating has been a huge issue, some classrooms blowing cold air, duct work has been a huge issue. Heating has now been adjusted and they working to clean the ducts and fix them up.</li> <li>○ Fix timing on some of the lights, i.e. in the music room</li> <li>○ Have identified areas to be fixed on the sidewalk, are on it, will be fixed in summer</li> <li>○ Had to have zip line removed as we have had 3 broken arms this year so far, plus one 'almost'. Is not an age/grade thing, kids are falling. Felt bad</li> </ul> </li> </ul>	

<p>about taking it down, but felt bad about having so many breaks.</p> <ul style="list-style-type: none"> <li>○ Plug installed for milk fridge</li> <li>○ Shared that PAC is writing letter to ask for improvements, need to look at things in terms of being out dated...to the point that there are safety concerns with some things. Because of growing population there will be more demand on the facility. When came we had 207 and now have grown to 260 students. Demographics point to us having some facility changes. Were close to having an 11th class this year.</li> <li>○ Talked re kitchen and lack of space, cannot involve students.</li> </ul> <ul style="list-style-type: none"> <li>● Barry has a mtg next week with SCTA rep to look at classes that are too big. Have some classes with 29/30 kids including 9 EAPs.</li> <li>● Busy getting ready for the concert. Process is more valuable than the actual product. Working on set, kids are excited – good buzz.</li> <li>● Volleyball season is finished, kids did well. Lots participated. Gr 4s went to a play day, boys won the district. Girls gr 6/7 came in 3rd.</li> <li>● Basketball is starting soon</li> <li>● Having a workshop on Fresh Grade for staff. Goal is to show more of what your child is doing.</li> <li>● Lots of good things going on in the school and community.</li> <li>● Literacy week in January, talking about putting band back together for it. Will consider doing book bingo again with a draw every day. Maybe rec centre passes, etc. Idea is a daily reading draw, or other activities to promote reading.</li> </ul>	
<p><b>6.4 School Trustee Report:</b></p> <ul style="list-style-type: none"> <li>● No report – Pammila not able to attend meeting.</li> </ul>	
<p><b>7 Old Business</b></p>	<b>Action Items</b>
<p><b>7.1 SCRD Grant Update:</b> no response back yet from SCRD</p>	
<p><b>7.2 Fridge Update:</b></p> <ul style="list-style-type: none"> <li>● Barry has requested a new plug to be installed in the equipment room.</li> <li>● Scott will discuss fridge delivery details with Georgy</li> </ul>	Scott to arrange fridge delivery
<p><b>8 New Business</b></p>	<b>Action Items</b>
<p><b>8.1 Tim Horton’s Festival of Lights:</b></p> <ul style="list-style-type: none"> <li>● Cedar Grove has been selected as the fundraising recipient for the 2017 festival of lights. This means that will be responsible for un-decorating the trees and clean up in January, then selling trees and decorating for Christmas 2017. Notices have gone home requesting assistance; requests will also be emailed and posted on Facebook.</li> </ul>	
<p><b>8.2 Letter to Superintendent:</b></p> <ul style="list-style-type: none"> <li>● Discussed writing a letter to the superintendent regarding parent requests and pac support for much needed school improvements. Discussed list of items to include in the letter.</li> </ul>	Christine to draft and send letter in January.
<p><b>8.3 Spending Decisions:</b> No new requests</p>	
<p><b>Meeting Adjourned at:</b> 8:30pm</p>	<p><b>Next Meeting:</b> February 1, 2017 at 7pm</p>

**Attachment:** Treasurer’s Report

**Cedar Grove Elementary School PAC**

**Actual Results to Budget**

**YTD Ending November 30, 2016**

	2016/17 Budget			2016/17 Actual Results			Variance to Budget
	Revenues	Costs	Net	Revenues	Costs	Net	
<b>REVENUES</b>							
Fundraising:							
Hot Lunch	\$22,000	(\$19,250)	\$ 2,750	\$ 7,427	(\$2,158)	\$ 5,269	2,519
Popcorn	1,500	(1,000)	500	665	0	665	165
Progressive cards	3,500	(2,000)	1,500	15,277	(13,874)	1,403	(97)
Movie Nights	2,500	(1,600)	900	975	(506)	469	(431)
Purdy's	500	0	500	-	-	-	(500)
English Bay Cookies	1,300	(800)	500	1,288	(987)	301	(199)
Craft (Spring)	200	0	200	-	0	-	(200)
Lovable labels	50	0	50	-	-	-	(50)
Vessy bulbs	2,000	(1,000)	1,000	1,211	(601)	610	(390)
Sports Day / BBQ	2,500	(2,000)	500	-	(228)	(228)	(728)
Chicken sale	13,000	(11,500)	1,500	7,927	(7,100)	827	(673)
Yearbooks	2,000	(2,000)	-	-	0	-	0
	51,050	(39,150)	9,900	34,770	(25,454)	9,316	(584)
Parent donations			500			300	(200)
<b>TOTAL REVENUES</b>			<b>10,400</b>			<b>9,616</b>	<b>(784)</b>
<b>EXPENSES</b>							
Administrative Gifts			200			-	200
Babysitting			200			40	160
BCCPAC			75			75	0
Breakfast Program			1,000			137	863
Bursary			500			500	0
Contest Prizes			200			-	200
Grade 7 donation (Grad)			200			-	200
Miscellaneous			500			118	382
PAC Website			150			-	150
Parent Education			500			-	500
Playground supplies			300			-	300
Sex Education			2,000			-	2,000
Sock Hop			75			53	22
Teacher Appreciation Lunch			100			-	100
Teacher Wish Lists			1,500			93	1,407
Emergency kits - replenish			200			-	200
BBQ			1,000			-	1,000
Discretionary fund			10,000			-	10,000
<b>TOTAL EXPENSES</b>			<b>18,700</b>			<b>1,016</b>	<b>16,684</b>
NET PROFIT - Current year			(8,300)			8,600	16,900
Surplus from prior years			8,300			8,300	0
<b>NET SURPLUS (DEFICIT)</b>			<b>\$ -</b>			<b>\$ 16,900</b>	<b>16,900</b>