



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
<b>Date:</b> Wednesday May 2, 2018	<b>Time:</b> 7:00 – 8:40 pm	
<b>Chair:</b> Christine Hardt	<b>Recorder:</b> Christine Hardt	
Attendance (12)		
Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair	Linda Shute, Treasurer
Barry Krangle, Principal	Scott Davis	Eliina Friesen
Tracy Aiken	Lisa Patterson	Warren Brander
Anneke Van Swieten	Katie Borowski	Hilary Prince
<b>Regrets:</b> Greg Russell/Pammila Ruth (School Board Trustee), Susan Goddard		
Special Guest		
<b>Nick Weswick, Secretary/Treasurer SD46:</b> <ul style="list-style-type: none"> <li>New projections are in for future school enrolment.</li> <li>They are expecting enrolment at Cedar Grove to go down over the next few years.</li> <li>Gibsons Elementary will be getting a portable; they expect their enrolment to go up.</li> <li>Planning to subtly shift the boundaries to move some future Gibsons students to Cedar Grove. They are looking at the Gospel Rock piece of land, it is currently in Gibsons boundary – will move to Cedar Grove Boundary. (See attachment)</li> <li>Proposed shift will move the majority of gospel rock into Cedar Grove catchment.</li> <li>Not too significant of a shift as enrolment is fairly stable.</li> <li>Other ‘tweak’ is at the far side of Bonnie Brook. A small stretch that currently falls in Gibsons boundary will move to Cedar Grove.</li> <li>The school district still needs to meet with Gibsons Elementary to review this plan.</li> <li>Barry advised that we are on the verge of being an open school (open to cross boundary), he is wondering if this will be affected. Nick felt that the boundary changes will not have an immediate effect on the school.</li> </ul>		
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: Fundraising (Eliina)		
4. Minutes from last PAC meetings: April 4, 2018 Revisions: Change rock tumbler request – change teacher from Heather Shantz to Sylvia Calvori. Motion to Approve: Linda Shute, Seconded by: Tracey McIntosh		
5. Outstanding Action Items: <ul style="list-style-type: none"> <li>Kitchen Improvements needs a committee – <b>on hold</b></li> </ul>		
6. Regular Reports	Action Items	
<b>6.1 Chair’s Report: Christine Hardt</b> <ul style="list-style-type: none"> <li>Movie night went well and we made approximately \$230. Volunteer sign up was done online; approximately 5 people signed up to help.</li> <li>Three art drying racks have been ordered for the school, the money is coming from the teacher’s wish list fund. Teachers who requested them have left the school, so these will be made available to whoever needs them. The racks will belong to the school</li> </ul>		
<b>6.2 Treasurer’s Report: Linda Shute</b> <ul style="list-style-type: none"> <li>Total Account balances: \$45,075</li> <li>Just deposited the hot lunch money so that is why it looks high, invoices for the next</li> </ul>		

<p>hot lunch session still need to be paid</p> <ul style="list-style-type: none"> <li>Progressive – just received a cheque for \$383 for first quarter of 2018. This will get us closer to our budget.</li> <li>Purdy’s –received cheques from Christmas and Easter, as well as outstanding Easter money from last year that went into school account by mistake</li> <li>Chicken Sales – made \$572</li> <li>Paid for the body health education</li> <li>Repairs for the milk fridge - \$578</li> <li>Still need to pay for and order the popcorn maker</li> <li>Received the statement from SuperValue, there was a charge for \$132.67 on April 3<sup>rd</sup> that we do not have a receipt for. Trying to determine what and who this was for.</li> </ul>	
<p><b>6.3 Principal’s Report: Barry Krangle</b></p> <ul style="list-style-type: none"> <li>Barry finally got the software that allows him to email out the school newsletter. Sent out his first newsletter last night. Parents commented that the email needs to be a bit clearer so that parents know to click on the link, not everyone noticed it.</li> <li>Science Fair is this Thursday, May3rd, and kids have been making their presentations.</li> <li>An author in residence is coming in to work with the primary classes. As well someone will be helping them with writing as well.</li> <li>Had a great earth day! Bought flats of plants for each division to plant around the school grounds. Also got the garden boxes filled, they are ready for planting. Hoping to put some pumpkins in the primary boxes. Would like to arrange someone to water the boxes over the summer. Barry is willing to pay someone. Anneke suggested having people sign up to cover specific days or weeks. She will help Barry with it.</li> <li>Outdoor classroom was finished by May 1<sup>st</sup>, had first assembly there yesterday. Benches are a bit rough, will be getting the kids to help sand them. Discussed that this is furniture and needs to be taken care of it. Received a grant from the Wild School to purchase plants; have ordered shrubs/trees to plant around the classroom. Will plant them behind the benches.</li> <li>Thank you to Nathan Ginetz for assisting with leveling the garden box area.</li> <li>Month Without Walls –quite a variety of things are happening, some classes doing more than others (it is the teacher’s prerogative). Have transportation money to use for each division, have kept money aside to help families that can’t afford trips.</li> <li>Request for funding – we are having a bit of a problem with technology in the school right now. As more students are dependent on technology, the laptops are not available for students when they are all out with a classroom. Would like to purchase 6 computers separate from the cart. The cost is \$7619 for the 6 mac computers; it would be nice to have them by September. They would be used out of the resource room.</li> <li>Talent Show will be held on June 1<sup>st</sup></li> <li>Volunteer Appreciation – tea scheduled for June 11th</li> <li>Sports Day is now scheduled for June 22nd (back up day will be the following Monday or Tuesday)</li> <li>Kindergarten welcome - still need to set the date</li> </ul>	<p>Funding request tabled to end of meeting for discussion under ‘spending decisions’.</p>
<p><b>6.4 School Trustee Report:</b></p> <ul style="list-style-type: none"> <li>Absent – no report</li> </ul>	
<p><b>6.5 DPAC Report: Susan Goddard</b></p> <ul style="list-style-type: none"> <li>Absent – no report</li> </ul>	
<p><b>7 Old Business</b></p>	<b>Action Items</b>
<p><b>7.1 Chicken Fundraiser:</b> Has not been doing well, sales were quite low so we need to consider if we want to do this next year. Those who order the chicken regularly love it and would like to see it continue.</p>	

<p><b>7.2 Mural, Garden &amp; Outdoor Classroom Update:</b> Barry advised that the school garden is done, just working on planting the boxes. Also, the wall has been power washed and is ready for the painting of the mural but have not heard back from Ben, if do not hear back soon will look for someone else to assist with the project. See update in the principal's report (above) re the outdoor classroom.</p> <p>Costs for the outdoor classroom were as follows:</p> <ul style="list-style-type: none"> <li>• Summerhill Construction \$3564.53</li> <li>• Gravel, Aggregates \$508.43</li> <li>• Beams \$487.10</li> <li>• B&amp;H \$4997.26</li> <li>• Concrete \$745.92 <ul style="list-style-type: none"> <li>○ TOTAL = \$10,303.24</li> </ul> </li> </ul> <p>Donors for the Outdoor Classroom, in addition to the Festival of Lights donors, were: NB Contracting, Summerhill Fine Homes, Seabird Rentals, BMHC Timber Milling</p>	
<p><b>8 New Business</b></p>	
<p><b>8.1 Teacher Appreciation Luncheon:</b> Christine advised that it is time to plan the luncheon and we are looking for someone to coordinate it. May is probably not the best month for the event due to Month Without Walls. Suggest moving it to late May or early June. Group discussed and tentatively set the date as May 25<sup>th</sup>. Lisa and Eliina willing to help, Eliina will ask around to see if anyone willing to coordinate it.</p>	<p>Lisa and Eliina volunteered to assist with the luncheon. Eliina might know someone who is willing to coordinate; she will check and let Christine know.</p>
<p><b>8.2 School Family BBQ:</b> Discussed possible dates and tentatively scheduled it for June 7<sup>th</sup>. Barry will check if the band members are available and then get back to us to confirm the date.</p>	
<p><b>8.3 Fundraising:</b> Eliina advised that Jack and Jill pre-school just did a Burger &amp; Beer fundraiser at the 101 and made a lot of money. She suggested that this is something to think about for next year. Tracey mentioned that the PAC has done these in the past, it requires a fair bit of organization and volunteer time to request donations for the silent auction. It is dependent on whether someone is willing to coordinate this. Group agreed to consider it for next year.</p>	
<p><b>8.3 Spending Decisions:</b></p> <ul style="list-style-type: none"> <li>• Funding request for Mac Laptops - \$7619</li> </ul>	<p>Tabled to June meeting pending budget review</p>
<p><b>Meeting Adjourned at:</b> 8:35pm      <b>Next Meeting:</b> June 6, 2018 at 7pm</p>	

**Attachments:**

- Treasurer's Report, YTD Ending April 30, 2018
- SD46 Proposed Catchment Changes

**Cedar Grove Elementary School PAC**

**Actual Results to Budget**

**YTD Ending April 30, 2018**

	2017/18 Annual Budget			2017/18 Actual Results			Variance to Budget
	Revenues	Costs	Net	Revenues	Costs	Net	
<b>REVENUES</b>							
Fundraising:							
Hot Lunch	\$26,000	(\$20,000)	\$ 6,000	\$ 44,650	(\$27,744)	\$ 16,906	10,906
Popcorn	2,200	(700)	1,500	2,138	(1,584)	554	(946)
Progressive cards	3,500	(2,000)	1,500	920		920	(580)
Concessions (Movies, BBQ, etc)	5,000	(3,800)	1,200	1,458	(625)	833	(367)
Purdy's	500	0	500	794		794	294
English Bay Cookies	1,300	(1,000)	300	-		-	(300)
Craft night (plates)	500	(250)	250	613	(612)	1	(249)
Vesey bulbs	2,000	(1,000)	1,000	1,877	(153)	1,724	724
Chicken sales	12,000	(10,800)	1,200	6,544	(5,972)	572	(628)
Cookbooks	1,800	(750)	1,050	1,923	(797)	1,126	76
Festival of Lights	15,000	(3,000)	12,000	12,725	(3,372)	9,353	(2,647)
Yearbooks	2,000	(2,000)	-	1,259	(706)	553	553
	71,800	(39,550)	26,500	74,901	(41,565)	33,336	6,836
Parent donations			500			250	(250)
SCRD grant			500			500	0
<b>TOTAL REVENUES</b>			<b>27,500</b>			<b>34,086</b>	<b>6,586</b>
<b>EXPENSES</b>							
Administrative Gifts			200			69	131
Babysitting			200			40	160
BCCPAC			75			75	0
Breakfast Program			1,000			550	450
Bursary			1,000			1,500	(500)
Contest Prizes			200				200
Grade 7 donation (Grad)			250				250
Miscellaneous			500			113	387
PAC Website			150				150
Parent Education			500				500
Playground supplies			500				500
Body Science Education			2,000			1,829	171
Teacher Appreciation Lunch			150				150
Teacher Wish Lists (incl carryover)			3,000			1,551	1,449
Emergency kits - replenish			500				500
Fieldtrips			5,000			5,000	0
Mural			3,000				3,000
Popcorn machine			1,200				1,200
Amphitheatre			12,000				12,000
Discretionary fund			8,000				
Fridge repairs						578	7,422
<b>TOTAL EXPENSES</b>			<b>39,425</b>			<b>11,305</b>	<b>28,120</b>
<b>NET PROFIT - Current year</b>			<b>(11,925)</b>			<b>22,781</b>	<b>34,706</b>
Bank account (plus SD46 a/c)- opening balance			22,275			22,294	19
<b>Bank account (plus SD46 a/c)- closing balance</b>			<b>\$ 10,350</b>			<b>\$ 45,075</b>	<b>34,725</b>

# SD46 Proposed Catchment Changes

5/2/2018



