



Cedar Grove Elementary PAC Meeting Minutes

Meeting Information		
Date: Wednesday February 6, 2019	Time: 7:00 – 8:30 pm	
Chair: Christine Hardt	Recorder: Christine Hardt	
Attendance (13)		
Christine Hardt, Co-Chair	Tracey McIntosh, Co-Chair	Tracy Aiken, Vice-Chair
Barry Krangle, Principal	Linda Shute, Treasurer	Scott Davis
Warren Brander	Eliina Friesen	Nick Weber
Anneke Van Swieten	Sue Girard, School Board Trustee	Guest: Patrick Bocking, SD46
Guest: Stephanie Murawsky, SD46		
Regrets: Karen Graves		
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: Old popcorn maker (Eliina)		
4. Minutes from last PAC meetings: Dec. 5, 2018 Revisions: None Motion to Approve: Scott Davis, Seconded by: Anneke Van Swieten		
5. Outstanding Action Items: <ul style="list-style-type: none"> • Lisa to create a group chat for the Kitchen Improvements committee members. – Completed • Purchase of new fridge 		
6. Regular Reports	Action Items	
6.1 Chair's Report: Christine Hardt <ul style="list-style-type: none"> • Yearbook sales have been slow, reminder to get orders in by Feb 10th • The new kitchen fridge has not been ordered yet 		
6.2 Treasurer's Report: Christine Hardt for Linda Shute <ul style="list-style-type: none"> • Cash Balance: \$24,424 • We made approximately \$2000 on hot lunch in the first order session, so we are on target for our project revenue of \$6000 for the year. The 2nd term currently looks like there is a large profit, but bills have not been paid yet. • So far this year our total revenue is around \$6000, we still need to pay the \$5000 for the December Christmas play • We received \$470 in parent donations • Grant account has almost \$12000, we need to start looking at running all qualifying purchases through this account. • Linda advised that she needs to order new cheques. <p>Motion: Linda Shute made a motion to spend up to \$250 on new cheques, seconded by Tracy Aiken. Motion was approved.</p>		
6.3 Principal's Report: Barry Krangle <ul style="list-style-type: none"> • Barry received a proposal from Jackie (the librarian) for a home book club (copy of proposal saved with minutes). The book club would run for approx. 6 weeks. Interested families will receive and read the same novel, then gather to discuss and celebrate. Jackie's plan is to develop a blog to share ideas and support each other. Request is for \$250 to purchase the books. – Decision tabled to spending decisions at end of meeting. • The proposed goals for the school growth plan this year are: <ol style="list-style-type: none"> 1. To improve students' performance in literacy; with a focus on improving reading levels in the primary grades and a focus on writing in the intermediate grades. <ul style="list-style-type: none"> ▪ Objective 1: To have 90% of students meeting grade level expectations 		

<p>in reading by the end of grade 3.</p> <ul style="list-style-type: none"> ▪ Objective 2: To develop information writing, for the intermediate students, with a focus on paragraph structure and putting research into their own words. <p>2. Students will demonstrate socially responsible behavior by treating others fairly and respectfully; and valuing different cultures.</p> <ul style="list-style-type: none"> ▪ Objective 1: to increase the level of respectfulness towards others, including those who differ in a variety of ways. ▪ Objective 2: Develop effective leadership and positive friendship qualities. <ul style="list-style-type: none"> • Questionnaire given to PAC parents for completion at meeting. Barry is seeking feedback on how the school is doing. • The hallway sprint program was held recently – was a lot of fun☺ • A lot of focus in the classrooms right now on getting curriculum covered • School skating trip this Friday • Scott and Barry are going to start looking at plans for the kitchen and storage redesign • Question from parent re carbon monoxide testing and whether we have testers in the school. Barry advised that testing was done in the schools and we are good, but we do not have built in detectors. 	
<p>1.3 School Trustee Report: Sue Girard</p> <ul style="list-style-type: none"> • Not a lot happened over the Christmas holidays. • January was busy as the board started their school tours. At the visit to Cedar Grove 2 students in grade 7 gave the board members a tour – they did a great job. • Sue is sitting on the policing and transportation committee, so she is able to bring issues to the table such as the issues with the shared parking at Frank West Hall. • This month Sue wrote an article in the Local for ‘Education Matters’, her topic was Innovation Matters. Each trustee will take turns submitting articles for this regular column. 	
<p>1.4 Guest Speaker, Patrick Bocking: SD46 Strategic Plan</p> <ul style="list-style-type: none"> • Every 4 years the district updates its strategic plan and has follows a thorough consultation process to make concrete plans for change; to ensure that the education plan for children is the best that it can be. • Presentation highlights: <ul style="list-style-type: none"> ○ Mission—to enable and inspire our students to realize their full potentials as knowledgeable, confident and contributing citizens in a global community. ○ Vision: a community engaged in lifelong learning and education ○ Consultation process began in November with the principals meeting with students at Elphie. This include a fun event where the principals worked with the students and were trained by them to cook lunch. ○ Consultation is occurring with the educational leadership team, the board, students, pacs/parents ○ Will draft updated goals in March, consult and finalize by June ○ Will then meet with education leadership team (principals) to talk about how to implement the goals ○ As goals change/adapt they adjust the learning strategies for the staff (i.e. reading) ○ Launch of the new strategic plan will occur in Sept 2019 and it will be in place for the next 4 years. On a monthly basis they report on 1-2 goals so the board is getting an update on how we are doing. • Patrick asked parents present at the meeting to remember something that stands out for them in their K to 12 education. Group discussion ensued as parents discussed their most memorable school experiences. • There will be an online survey opening up on February 15th; it will be available on the SD46 website for a few weeks. 	

<p>1.5 DPAC Report: Scott Davis</p> <ul style="list-style-type: none"> Nick Weswick gave a presentation on the SD46 budget Patrick Bocking gave a presentation on the strategic plan (similar to what he presented at tonight's meeting) and reviewed the meeting schedule for visiting each school's PAC meetings. BCCPA conference is coming up, discussed sending 2 people from the coast. Also discussing having a DPAC person assigned as the BCCPA rep for the coast. Additional details are available in the DPAC meeting minutes which can be found on the SD46 website under Parents > DPAC. 	
<p>2. Old Business</p>	<p>Action Items</p>
<p>7.1 Movie Night: Christine and Tracey M. to plan a school movie night for the spring</p>	
<p>7.2 School Gear Update: tabled to next meeting as Karen absent</p>	<p>Tabled to next meeting</p>
<p>2.3 Winter Carnival: Warren provided an update on the Lantern Festival which will be held on March 14th. This is an opportunity to bring the community together and create a new annual school event.</p> <ul style="list-style-type: none"> Classes will be making their lanterns the afternoon of March 7th and all day March 8th. 3 divisions at a time they will go into the gym to make their lanterns. Older grades will do balloon lanterns that hang in the trees for a labyrinth maze, younger grades will make jar lanterns. Looking for corporate sponsors for the scavenger hunt; going to make it like a riddle, have to solve them and find someone They are trying to include some fun free events as well as some things that we will make money from. Some ideas are: pony rides, jolly jars (will be for sale), cake walk, games, 50/50, Food sales, popcorn, music. Planning to implement online volunteer sign up. Notices will go home soon and advertising of the event will also be done online. Parent suggestion made to sell punch cards instead of having cash boxes at multiple stations. Could just have cash boxes for punch card sales and concession. 	
<p>8 New Business</p>	
<p>8.1 Parent Workshops: Gibsons Elementary is wondering if we are interested in sharing costs of speakers for parent educational events. All present agreed that we are willing to do this.</p>	
<p>8.2 Spring Vessey Bulbs: Anneke has received the brochures and will coordinate the spring sale, but this will be her last one. Her son is going to highschool in the fall, so we will need to find someone to organize this next year.</p>	
<p>8.3 Peanut Fee School Status: Christine advised that many parents are questioning if the school still needs to be designated as 'peanut free' as they don't think there is currently anyone in the school with an allergy. Christine consulted with Gibsons Elementary PAC and was advised that their school has never been peanut free. Instead, only individual classrooms are designated as peanut free if there is a child with an allergy. At this time they do not think that any classes are peanut free. Those present felt it would be good to lift the peanut free status if we can, as it allows more lunch options (i.e. peanut butter, trail mix, etc.). Barry advised that he will look into this.</p>	<p>Barry to look into ending school's 'peanut free' status</p>
<p>8.4 Spending Decisions:</p> <ul style="list-style-type: none"> Motion: Linda Shute made a motion to spend up to \$250 on the school book club proposed by Jackie Reid, seconded by Scott Davis. Motion was approved. 	<p>Motion Passed: Spend \$250 on school book club</p>
<p>8.5 Additions to Agenda:</p> <ul style="list-style-type: none"> Eliina advised that Roberts Creek Elementary is interested in buying our old popcorn maker. 	<p>Christine to discuss with Aja and then follow-up with Eliina.</p>
<p>Meeting Adjourned at: 9:10pm</p>	<p>Next Meeting: March 6, 2019 at 7pm</p>

Attachments:

1. Financial Report – YTD Ending January 31, 2019
2. Family Book Club Proposal
3. Proposed School Goals and DART/EPRA/PM Assessment Results

Cedar Grove Elementary School PAC
Actual Results to Budget
Year to Date Ending January 31, 2019

	2018/19 Annual Budget			2018/19 YTD Actuals			Variance to Budget
	Revenues	Costs	Net	Revenues	Costs	Net	
REVENUES							
Fundraising:							
Hot Lunch	\$36,000	(\$30,000)	\$ 6,000	\$ 20,580	(\$10,035)	\$ 10,545	4,545
Popcorn	3,000	(1,500)	1,500	1,008	(822)	186	(1,314)
Progressive cards	1,500	0	1,500	773		773	(727)
Concessions (Movies, BBQ)	1,800	(1,300)	500	1,480	(1,181)	299	(201)
Purdy's	500	0	500	-		-	(500)
Craft night (plates)	600	(600)	-	-		-	0
Vesey bulbs	2,000	(1,000)	1,000	768	(384)	384	(616)
Chicken sales	6,000	(5,500)	500	4,263	(3,838)	425	(75)
Carnival / lantern festival	5,000	(2,000)	3,000	-		-	(3,000)
Family dance	3,000	(1,500)	1,500	1,812	(160)	1,652	152
CGE gear / clothing	500	0	500	-		0	(500)
Raffle	4,000	(1,000)	3,000	-		0	(3,000)
Yearbooks	2,000	(2,000)	-	499	(954)	(455)	(455)
Miscellaneous	-	0	-	-		0	0
	65,900	(39,900)	19,500	31,183	(17,374)	13,809	(5,691)
Parent donations			1,000			470	(530)
SCRD grant			-			-	0
TOTAL REVENUES			20,500			14,279	(6,221)
EXPENSES							
Administrative Gifts			200			-	200
Babysitting			200			40	160
BCCPAC			75			75	0
Breakfast Program			1,000			-	1,000
Bursary			1,000			-	1,000
Contest Prizes			200			-	200
Grade 7 donation (Grad)			250			-	250
Miscellaneous			500			32	468
PAC Website			150			-	150
Parent Education			500			141	359
Playground supplies			500			-	500
Body Science Education			2,000			-	2,000
Teacher Appreciation Lunch			150			-	150
Teacher Wish Lists			3,000			704	2,296
Emergency kits - replenish			500			-	500
Mural			4,000			3,000	1,000
Popcorn machine			2,500			2,118	382
Tables			1,000			-	1,000
Kitchen counter / cart			460			460	0
Discretionary fund			9,000			-	9,000
TOTAL EXPENSES			27,185			6,570	20,615
NET PROFIT - Current year			(6,685)			7,709	14,394
Bank account (plus SD46 a/c)- opening balance			16,700			16,715	15
Bank account (plus SD46 a/c)- closing balance			\$ 10,015			\$ 24,424	14,409

Feb 6/19

Cedar Grove Family Book Club Proposal

This Spring, I would like to invite Cedar Grove families to participate in a home-school book club. The idea is that interested families would all receive and read the same novel and then as a book club community, we would gather to discuss and celebrate. My plan is to develop a blog (or some other online platform) so that we- and our kids- can share ideas and support each other.

Timeline: 6 weeks or so (April/May)

Rationale:

- To support home/school connection
- To give families another way to access books and participate in literacy
- To support children as they gain reading independence. Many of us stop reading with our kids when they get to be in grade 2 or so... Research shows that continuing to read aloud to our children has loads of academic and social-emotional benefits.
- To support parent/child relationships by providing an opportunity to share time, experiences, and feelings together.
- To help children see literacy as something that happens everywhere and allow them to see their parents and caregivers as readers.

PAC involvement:

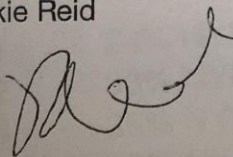
I would like to offer each interested family a copy of the book club book to read at home and add to their family connection. If Cedar Grove PAC could help cover the cost of these books, it would make this project feasible.

Estimated Cost: \$250.

*Please note that this amount will vary wildly based on the number of families who participate. Money that is not spent on books will be returned to the PAC.

Thank you for your consideration,

Jackie Reid





Proposed Goals for Cedar Grove Elementary 2018/2019

1. Literacy:

Goal 1: To improve students' performance in literacy; with a focus on improving reading levels in the primary grades and a focus on writing in the intermediate grades

Objective 1: To have 90% of students meeting grade level expectations in reading by the end of grade 3.

Objective 2: To develop informational writing, for the intermediate students, with a focus on paragraph structure and putting research into their own words.

2. Social Responsibility

Goal 2: Students will demonstrate socially responsible behaviour by treating others fairly and respectfully; and valuing different cultures.

Objective 1: To increase the level of respectfulness towards others, including those who differ in a variety of ways.

Objective 2: Develop effective leadership and positive friendship qualities

FALL - Cedar Grove: DART/EPRA/PM Assessments 2018

NYM (Not Yet Meeting) MM (Minimally Meeting) M (Meeting) E (Exceeding)

Grade 1	24% NYM	17% MM	45% M	14% Exceeding
Grade 2	33% NYM	13% MM	37% M	17% Exceeding
Grade 3	36% NYM	14% MM	28% M	22% Exceeding
Grade 4	3% NYM	13% MM	40% M	44% Exceeding
Grade 5	10% NYM	14% MM	66% M	20% Exceeding
Grade 6	3% NYM	16% MM	52% M	19% Exceeding
Grade 7	10% NYM	18% MM	55% M	17% Exceeding