



PARENT ADVISORY COUNCIL

“CTS at Richmond” PAC Meeting Tuesday May 3, 2016 Meeting Minutes

Welcome: Starr Munroe

- Thanked everyone for coming and asked if there were any additions to the agenda. No additions or corrections were noted.

Motion to accept the agenda as presented – Tanya Creed

Second: Karen Grigolato

- Introduced the February 2, 2016 Minutes. No revisions needed.

Motion to accept the February 2, 2016 Meeting Minutes – Tanya Creed

Second: Karen Grigolato

Principal and Vice Principal's Report: Renee Pick and Sandra Jost

- Miss Pick reported out on her visits to a variety of Traditional Schools in Calgary, and one in Scottsdale, AZ.
- Mrs. Jost visited traditional schools in the Lower Mainland
- Calgary – there are 16 Traditional Learning Centres (TLCs)
 - Students and staff wear uniform and all schools have the same logo wear.
 - They have moved to a Learning Commons model whereby this library or resource room area is open all day to all students. It is a lively area and has been created to encourage student directed learning.
 - Students are drilled to the point of mastery of skills – once these foundations are mastered students can apply them to inquire and explore topics of interest.
- Abbotsford –
 - Struggling with enrollment so traditional schools are changing from non-catchment to catchment designation
 - Many traditional standards are being lost including uniforms, assemblies...
- Surrey – using FreshGrade for all reporting
- The information gleaned from these visits will be used to honour:
 - Academics – celebrating success in all areas and developing awards program – criteria, certificates, announcements
 - Traditional Culture – virtue-based program whereby exemplary students are honoured, e.g. cleanest classroom, uniform recognition, etc.
- Miss Pick has a lot more information on the schools that she and Mrs. Jost visited and is happy share it. In addition, CTS will be hosting two schools from Surrey this week who want to continue the conversation about Traditional schools.

Treasurer's Report: Stacey Haase

General Account

Income

- Smile Cards (Jan-Mar) - \$273.23, \$213.50, \$194.50 To Date: \$1,461.05
- Uniforms: Vests - \$24 Consignment - \$208
- QSP - \$252.60 To Date: 729.36



PARENT ADVISORY COUNCIL

Gaming Baskets - \$747.76

Expenses/Pay-Outs

- Uniform Consignment - \$79.80
- PAC Social - \$455.25
- Childminding - \$230.89 (Feb - May)
- Crossing Guard - \$300 (Feb-April)

Gaming Account

Income

BC Gaming - \$628

Expenses/Pay-Outs

Grade 5 Legacy gifts - \$426.30

Fieldtrips and Guest Speakers - \$305.00

Notes

- Available funds, General Acct: \$6,204
- Available funds, Gaming Acct: \$2,243
- \$39.90 left owing Reserve Funds for Vest/Jacket buy-out.

Funds Requests

Motion approved at April 19/16 Executive Meeting

"To pay up to \$200, to cover the costs of bussing the Grade 5 class to the Strings Festival."

CTS Administration has requested that the PAC cover the costs of bussing for the Grade 4 Ukulele performance rehearsal, which took place on March 7/16. The total cost for bussing was \$94.50.

New Motion: To pay \$94.50, for bussing to the Grade 4 Ukulele performance rehearsal – Karen Grigolato

Second: Sarah

Carried.

Note: with a new Treasurer coming in for the upcoming year, an audit of the materials being passed on should be conducted. This is an informal review of the spreadsheets etc. being passed on by a few objective PAC members. If anyone is interested in participating, please contact Stacey Haase.

School Renovation Projects: Starr Munro

- New Front Entrance
- Parent Drop Off Area at Front
- Medical Room moved to old Copy Room in main office. Copy room moved to old medical room.
- Working on "beautification" plan for front of school and grounds improvement.
- Wanting to create a sense of "welcome" and community at front of, and on school property.



PARENT ADVISORY COUNCIL

The PAC Executive has researched some items that they are recommending the PAC consider for the front entry and playground areas of the school:

- 8 person picnic tables x 3. Create area for parents to gather, but also to be used as an outdoor learning/teaching space. (picnic tables run around \$1600 a piece)
- 2 Buddy Benches elsewhere on school ground (\$530 a piece)

Farmer Construction has agreed to donate the costs to install the picnic tables. Also going to ask them to make a donation for a picnic table. Other possible sources of donations for tables and benches include...Cloverdale Child Care Centre, Thrifty Foods, Quadra Cedar Hill Community Association, some other local businesses.

In order to get the tables installed before we head back to school, we will need to purchase them by the end of May. We are planning to chase down donations for tables and benches until we have the majority of them paid for, but in the meantime the PAC may have to front some of the costs for this.

Motion: To put aside and pay up to \$6,000 from the reserve fund, to cover the costs for 3 picnic tables and 2 Buddy Benches, for installation as part of the new CTS Front Entrance Plaza Project, with the expectation that the majority of costs for these items will be covered by donations solicited from the community by the PAC. – Karen Grigolato

Seconded: Kendra

Motion Carried

Upcoming Fundraising: Starr Munroe

- Hanging Baskets: pick up for baskets is on May 5 in or outside the gym
- Staples: Kendra has been working on getting the lists and ordering process in place.
 - Program will be up and running for May 18 Kindergarten orientation and will run for 2 weeks.
 - Recommendation that we look at Monks for next year – they have re-vamped their program and it seems to fit with our needs better.
- Craft Fair:
 - After discussion that we are still looking for a coordinator for this event, Kendra volunteered to take on this role – yay Kendra!!!
 - We now need to find people to take the lead on the various component pieces. These components and coordinators to date are as follows:
 - Vendor Coordinator – Melissa
 - Raffle –
 - Gift Baskets –
 - Concession (more simple offering than in the past)
 - Bake Sale – Samantha and Tracy
 - Kids Crafts
 - Décor, Signage, Marketing – Starr
 - Front Door
 - Discussion about games – kids really like this part – we need to keep it.
 - A date must be confirmed – November 26th is the best option.

Action: Confirm date and find coordinators for all activities



PARENT ADVISORY COUNCIL

Upcoming Events: Starr Munro

- **Uniform Sizing Event** – May 18th
 - Able Cresting will be onsite with samples for sizing
 - 2-5 pm on stage in the gym
 - Anything ordered at this time will be delivered by the end of the year
 - Shipping will be \$5
 - Payment by cheque, cash or credit card
- **Quadra Village Days** – coordinated by Tanya Creed and Mrs. P.
 - May 7, 9:30 am – 1:00 pm
 - Craft table
- **Year-End Dance** – a team of coordinators is in place after discussion at the meeting:
 - Karen Grigolato will work with Grade 5s to establish a theme and create the decorations
 - Nora Cumming and Stacey Haase will coordinate food, music, volunteers.
- **Staff Appreciation Event:** Wednesday June 15. Pac will host staff appreciation event. Have food catered. Tanya Creed organizing. Spa theme. Healthy lunch. RawAuthentic. Will be looking for some parents to help with dish washing and clean up.

PAC Executive Nomination Process

- No new nominations received.
- Executive for 2016-2017:
 - Co-Chairs: Starr Munro and Melissa Piasta
 - Treasurer: Erin McAskile
 - Secretary: Nora Cumming
 - Members at Large: Tracy Knight, Stacey Haase

Motion to vote in the Executive as named above: Karen Grigolato

Second: Tanya Creed

Motion Carried.

Parent Volunteers:

PAC Social Events – Adina Appenheimer

Save Around Coupon Books – Wayne Guptill and Unika Attridge

Parent Information Nights – Shannon Wilkinson

Other events/fundraisers – always in need of parent support.

Next PAC Business Meeting – June 7, 2016 6:30 – 8:30 pm

Budget meeting: New executive typically meets in May to review finances and budget priorities, then presents a budget and events/fundraising plan for the new school year. This is your opportunity to provide any thoughts or feedback you have on our budget, current or future.