



# PARENT ADVISORY COUNCIL

## PAC Meeting April 11, 2016 Meeting Minutes

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**Date: April 11, 2017**

**Time: 6:30 – 8:30 pm**

### **1. Welcome:** Starr Munro

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 – Nora Cumming

Second: Karen Grigolato

Passed.

Introduced the February 21 Minutes. No revisions needed.

Motion to accept the February 21 Meeting Minutes – Nora Cumming

Second: Karen Grigolato

Passed.

### **2. Principal's Report:** Renee Pick

- A decision has been made, based on discussions with staff and parents to keep lunch recess structured as it currently is with students eating first, and then going out to play.
- The school will be unveiling its new sports logo at an assembly this month once the pinnies arrive. The winner of the logo contest will be announced
- 100<sup>th</sup> birthday celebration plans continue. May 26<sup>th</sup> is the day and will include a school family picnic as well as an evening wine and cheese event.
- Student-lead conference take place next week
- FSA results (based on Ms. Pick's calculations) All results are available on the FSA website
  - Reading 85% (88% last year)
  - Writing 85% (78% last year)
  - Numeracy 88% (76% last year)
- Mrs. Camden – Norman Foote is once again coming to the school to work with the choir and perform. The concert will take place November 20 and tickets are available in the office and are \$10 for adults and \$5 for children.

### **3. Treasurer's Report:** Erin McAskile

#### **General Account:**

##### **Income**

Smile Cards (Feb - Mar) - \$375.44 + 43.85 - To Date: \$2,500 – No more funds expected

Hanging Baskets – \$3,538.00 (*\$2490.32 to be paid to supplier. \$1027.68 profit raised*)

Bottle Depot - \$11.35

Consignment - \$130

##### **Expenses/Pay-Outs**

Childminding – (Feb and Mar) \$149.26 – To Date: \$419.03



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Vancouver Island Parent Conference - \$270.00

Earthquake Preparedness (Tent) – \$503.97 - To Date: \$503.97

Executive operating budget (treats and general supplies) - \$148.98

## **Gaming Account:**

### **Income**

NIL

### **Expenses/Pay-Outs**

NIL

## **Notes:**

- General Acct: Available funds - \$5,209
- Gaming Acct: Available funds - \$373
- 2017-2018 Budget - \$6,000
- Reserve fund - \$3,378
- Held funds (Uniform consignment, smile cards) - \$3,157

## **Funds Requests / Budget Additions and Related Motions**

### **New Motion:**

- 1) **Emergency Preparedness Supplies:** To add an additional \$500 for Emergency Preparedness to cover the cost of tables, tarps and tent canopy weights, to be stored and for use in the school's outside emergency supplies bunker.

*(Note: These additional items were identified as necessary emergency supply purchases after the Student Release/Reunification Drill in March)*

- 2) Sports Jerseys: To re-allocate \$2,000 of un-used money allocated for Sports Jerseys to go towards the purchase, shipping and installation of 1 or 2 new bike racks for the school.

*(Note: Due to a deal from the supplier, the Sports Jerseys being ordered have come in at nearly half the anticipated cost. Leaving \$2,000 of remaining funds. New, rim friendly bike racks were identified as much needed item as part of our Active/Safe routes to school presentation by Lise Richards. Initial price on bike rack is \$700 not including shipping or installation.)*

### **4. Upcoming Fundraisers**

- School Supplies – Kendra Allen has agreed to coordinate this activity again. We are going back to Monks for the upcoming year. Ordering will be done through an online system that allows for total customization of your order.
- Year End Dance – will be June 9<sup>th</sup>. We need to identify a coordinator by May – often a Grade 5 parent, but doesn't have to be.

### **5. Upcoming Events**

- Inflatable Fun Night – April 28 – thank you to Adina for coordinating
- Quadra Village Days – Tanya Creed is again coordinating a craft table for the school.
- Able Cresting Uniform Sizing Event – May 18 – same day as Kindie Orientation.



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## 6. Gardening Committee

- The School District has planted \$1000 worth of native plants on the school grounds and the PAC has agreed to contribute \$500 to complement the planting.
- Starr recently participated in the Butterfly Rangers Program
- South Park/Quadra (other schools) have a gardening committee
- Not sure exactly what it would look like at CTS. Closely connected with administration, teacher leaders etc. – we would need a teacher to take on a leadership role with this committee
- Wondering if there is parent interest at our school

## 7. FB / website manager

- We need to identify a new manager for the PAC Facebook page as well as the website. Please contact Stacey if interested.

## 6. BCCPAC Resolutions

5 resolutions we can vote on. Executive can review and decide on your behalf, or quickly review. Having read the BCCPAC Resolutions and supporting documentation Starr suggested that a vote in favour of all of resolutions would be appropriate. No harm. BCCPAC advocating to the province for action. Whether action ever happens or not, to be seen.

1. John Bird honorary membership in BCPAC
2. Advocate for 1 single stall washroom per school
3. Advocate for 1 single stall changeroom per school
4. Advocate for provincial government to develop a poverty reduction plan
5. Advocate for installation of external defibrillators in schools

PAC members agreed to vote in favour of the resolutions and Starr will notify VCPAC of our proxy vote.

**Next Meeting:** 6:30 – 8:30 pm, May 2, 2017 – AGMs

Cloverdale Traditional School ~ Parent Advisory Council  
 Summary Report - Fiscal Year 2016-2017

April/2017

General Account			
Account Balance	\$33,757.15		
Reserve Funds	\$3,378.01		
2017/2018 Operating Budget (\$6,000)	\$6,000.00		
Budgeted Funds	\$16,013.24		
Held Funds	\$3,157.24		
<b>Available Funds</b>	<b>\$5,208.66</b>		
Approved Expenses			
	Total Approved	Spent to Date	Remaining Funds
Ongoing Expenses			
Childminding	\$750.00	\$419.03	\$330.97
PAC Socials	\$800.00	\$17.50	\$782.50
PAC Executive Operating	\$1,300.00	\$782.95	\$517.05
Committee Budgets (Fundraisers & Events)			
Craft Fair 2016	\$1,500.00	\$901.96	\$0.00
Halloween Dance	\$500.00	\$425.09	\$0.00
Year End Dance	\$500.00	\$0.00	\$500.00
Uniform Consignment	\$150.00	\$23.44	\$126.56
Home Reading	\$300.00	\$0.00	\$300.00
Bus Transportation	\$5,040.00	\$567.00	\$4,473.00
Earthquake Preparedness	\$3,000.00	\$503.97	\$2,496.03
Science Materials	\$1,000.00	\$0.00	\$1,000.00
Science & Social Studies Books	\$2,000.00	\$497.76	\$1,502.24
Onsite Sports	\$400.00	\$0.00	\$400.00
Music Program	\$500.00	\$0.00	\$500.00
Books for Students	\$1,000.00	\$0.00	\$1,000.00
Stage Skirt	\$1,000.00	\$0.00	\$1,000.00
Pre-Approved Expenditures			
Technology	\$10,000.00	\$8,915.11	\$1,084.89
One Time Expenses	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$29,740.00</b>	<b>\$13,053.81</b>	<b>\$16,013.24</b>
Revenue			
	Received to Date	Expenses	Net Revenue to date
Ongoing Fundraisers			
Thrifty Smile Cards *	\$2,500.00	\$497.76	\$2,002.24
Uniform Consignment *	\$1,155.00	\$23.44	\$1,131.56
Bottle Depot	\$11.35	\$0.00	\$11.35
Oliver's Labels	\$0.00	\$0.00	\$0.00
Magazine Sales (QSP)	\$69.07	\$0.00	\$69.07
One Time Fundraisers			
Staples - School Supplies	\$580.00	\$0.00	\$580.00
Save Around Books	\$5,800.20	\$2,900.00	\$2,900.20
Halloween Dance	\$1,794.05	\$425.09	\$1,368.96
Craft Fair 2016	\$5,912.10	\$901.96	\$5,010.14
Poinsettia Sales	\$3,693.00	\$2,475.77	\$1,217.23
Hanging Baskets	\$3,538.00	\$0.00	\$3,538.00
Scrap Metal Drive	\$0.00	\$0.00	\$0.00
Year End Dance	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$25,052.77</b>	<b>\$7,224.02</b>	<b>\$17,828.75</b>

Gaming Account			
Account Balance	\$7,477.43		
Budgeted Funds	\$7,104.55		
<b>Available Funds</b>	<b>\$372.88</b>		
Expenses			
	Total Approved	Spent to Date	Remaining Funds
Grade 5 Legacy	\$900.00	\$0.00	\$900.00
Fine Arts	\$1,000.00	\$656.72	\$343.28
Sports	\$1,000.00	\$1,000.00	\$0.00
Agendas	\$750.00	\$375.73	\$374.27
Fieldtrips & Guest Speakers	\$2,275.00	\$788.00	\$1,487.00
One Time Expenses	\$0.00	\$0.00	\$0.00
Sports Jerseys	\$3,000.00	\$0.00	\$3,000.00
Native & Vegetable Garden Plants	\$500.00	\$0.00	\$500.00
100 Year Anniversary	\$500.00	\$0.00	\$500.00
<b>Total</b>	<b>\$9,925.00</b>	<b>\$2,820.45</b>	<b>\$7,104.55</b>
Revenue			
			Net Revenue to date
Craft Fair Raffle			\$1,289.15
Gaming Grant 2016-17			\$5,600.00
<b>Total</b>			<b>\$6,889.15</b>

Table and Bench Project			
	Received to Date	Expenses	Amt from PAC funds
Table and bench project	6,473.20	9,055.29	(2,582.09)

**Note:**

All unused "Approved Expenses" funds will be zeroed on July 1, 2017

"Craft Fair 2017" balance will be carried over to next fiscal year.

"Reverve Funds" balance will be carried over to next fiscal year.

\* - Funds held in "Held Funds"

**Last Updated**

April 10, 2017