



PARENT ADVISORY COUNCIL

CTS PAC Business Meeting: Tuesday September 10, 2019 MINUTES

Date: Tuesday September 10, 2019
Time: 7:00 – 8:30pm
Location: CTS Library

Executive Members in Attendance: Mrs. Jost, Principal; Mrs. Sapsford, Vice Principal; Jennifer Meadows, co-chair; Kathryn Allan-Kwasnica, co-chair; Erin McAskile, treasurer; Hilary Hagel, Member-at Large (Temporary Secretary); Sarah Stark, Member-at-Large

Executive Members Regrets: None

Welcome & Introductions: Jennifer Meadows

- Introductions
- Additions to Agenda- question from Kindergarten parent about playgrounds, answered privately by Mrs. Jost after the meeting
- Motion to accept agenda: Jennifer Meadows
 - Motion accepted: Karen Grigolato (parent) and Erin McAskile
- Motion to accept any remaining PAC Meeting Minutes from 2018/2019
 - All minutes have previously been accepted up until May 2019, June 2019 meeting minutes are not available at this time

Principal's Report: Mrs. Sandra Jost

- 302 students enrolled for the 2019/2020 school year, with only three vacant spots
- Three staff postings to be determined by September 19, 2019
 - Mrs. C. Gordon's job share, Grade 3/4 teacher on maternity leave- temporary posting, Grade 5 medical leave for Mrs. L. Lewis is being filled on a temporary basis by Ms. Au
- Secretarial clerk posting for Mrs. Shaver also to be filled now permanently
- FSA assessments for Grade 4 to be completed October 2019- parents may opt. out if requested
- Staff, students and parents to continue to thrive to meet education goals

Vice Principal's Report: Mrs. Barb Sapsford

- Grade 5 Legacy gift from 2018/2019- students have decided to give back to Mrs. Petrovic and the basketball program. Costs have been assessed and request submitted for new basketball hoops and rims that can be used by younger students. 2018/2019 Grade 5 students to return for a presentation of their gift in the future.
- Current Grade 5 students are looking for parent volunteers for the 2019/2020 bottle drives and plans for the next legacy gift.

Treasurer's Report: Erin McAskile

General Account:

Income

Smile Cards (July & Aug) – \$304 to date
Uniform consignment – \$707

Expenses/Pay-Outs

NIL

Gaming Account:

Income

NIL

Expenses/Pay-Outs

NIL

Notes:

- General Acct: Available funds - \$0
- Gaming Acct: Available funds - \$0
- Reserve fund - \$3,000

Two new motions:

1. Motion: To have additional \$500 for Thrifty's Smile Card fundraising limit to be added to purchasing books- Jennifer
Second: Kathryn
Motion passed
2. Motion: Prior years unspent money (\$650) for the Native Gardens to be rolled over to 2019-2020- Kathryn
Second: Jennifer
Motion passed

(See attached reports for details)

About the PAC: Jennifer Meadows/Kathryn Kwasnica

- Discussed what the PAC does for our community – Fundraising, Family events, parent information nights, an extension of our schools community
- Requested volunteers for two remaining PAC Executive positions: Secretary and Member-at Large in addition to parent volunteers for fundraising and family events
- Email/Communications- discussed ways to reach out to the PAC via email, Facebook page, PAC board in the hallway by the office (To be updated in the near future). E-blast to go out to families with the current PAC Executive (TBD).

Back to School BBQ: Sandra Jost

- Wednesday September 18th, 2019 from 5-7pm, Mrs. Jost has generously taken on the organization of the event.
- Planning for 400 guests with Hot dogs, water, and chips available for a donation of \$2. Food will be served from 5-5:50pm following classroom visits from 5:50-6:30pm. If raining the event will be held in the gym.
- Thank you to Mrs. Haywood for all her hard work organizing this event

2019/2020 Events and Fundraisers:

- **Uniform Sales: Sarah Stark/Erin McAskile**
 - Two additional uniform sales not yet accounted for. The final uniform sale will take place at the Welcome Back BBQ.
 - No further consignment items will be accepted at this time
- **Monk's Office Supplies: Tara Zala/Erin McAskile**
 - Tara- huge success again this year. 171 kits were purchased including 5 kits for vulnerable students. Monks gave the costs of these five kits back.
 - \$1519 were raised, approximately \$900 from PAC fees and then Monks donated 10% back to the school.
 - Thank you to Erin for helping to sort and deliver the kits on her holidays
- **Entertainment Book: Erin McAskile**
 - Prized based fundraiser with students receiving prizes for books sold
 - To roll out Sep. 16/19 with 302 packages including a book going home to students. An information sheet for the Entertainment books will be attached for parents to review. Questions to go to cts.parents@gmail.com
- **Thrifty Smile Cards: Erin McAskile**
 - Template of new Smile Card Form provided by Hilary Hagel for all those in attendance. Addendum made to where funds were allocated
 - Plan to send out form to all new Kindergarten families and Grade 1 families
- **Bike, Walk & Wheel to School Week–Scheduled from October 7-11: Sandra Jost**
 - Daily prize and sticker for each day of participation to be given each morning
 - Goal to increase healthy exercise and less cars on the road
- **Parent Information Night October 15, 2019 – Technology and Kids Today**
 - Presenter: Shannon Husk
 - Discussed extending the invitation to Cloverdale Daycare and Preschool parents
 - Tara Zala has volunteered to organize the remaining Parent Information Nights again this year. Discussed the possibility of having a speaker regarding childhood stress, parenting, and self-protection. Speakers TBD
- **Halloween Dance: Jennifer Meadows**
 - Will be held Friday October 25th, 2019 (please note this is a Pro D day)
 - Volunteer sign up and E-blast to come out early October
- **Jump Rope for Heart and or Walk-a-thon**
 - Decision regarding CTS to continue to take part in Jump Rope for Heart or trial a new fundraiser this spring- walk-a-thon
 - Mrs. Jost would like to continue with an event that gives back to the community and suggests doing our own jumping event outside of Jump Rope for Heart.

2019/2020 PAC Meetings and Event Dates

- Handout provided to attendees

Roundtable: All

- Discussion brought forward to potentially combine the two events; Jumping event and the walk-a-thon, to prevent families from three fundraising events this spring. Mrs. Jost will speak with staff further prior to moving forward or voting on this decision.

Meeting adjourned @ 8:07pm

Next PAC Meeting is Tuesday November 5, 2019 7:00-9:00pm