



# PARENT ADVISORY COUNCIL

## PAC Business Meeting Annual General Meeting – Zoom May 4, 2021 Meeting Minutes

### 1. **Welcome and Acknowledgement:** Jennifer Meadows

- a) Introductions
- b) Review Agenda/Additions/Accept Agenda  
Motion to accept: Kathryn 1st Judy 2nd
- c) Accept Business Meeting Minutes from April 6, 2021  
Motion to accept: Shanel 1st and Jennifer 2nd

### 2. **Principal's Report:** Susan Ottenbreit

- Lots happening around the school all are enjoying the sunshine and mist
- Welcome to Kindergarten planning is underway. Set for May 20th for distant groups to say hi to the learning team
- Class placement letter went out yesterday- social and emotional needs of students. Basis set on children's learning
- Grade 5 transition- teachers sending lots of information to the new schools regarding students strengths
- school calendar coming out shortly
- Three Classes out to Goldstream to let the baby Salmon go
- Class photos tomorrow. Photographer has his own Covid protocols
- School schedule went out with the SD's timing 8:53-2:35pm; lunch 11:56-12:31. Timing aligned with all other SD schools to allow for staff to transition between schools

### 3. **Vice Principal's Report:** Barb Sapsford

- Earth Day celebrations extended to an Earth Day week
- Mr. Bear shared knowledge of our nature garden
- projects, bulletin boards, super hero problems. Each class with an earth day focus had their names put in a draw. Books given by Starr Munro and the books went to Mrs. Collier's class
- Grade 5 transitions- videos coming so children can see the schools and get a sense of what's to come
- Time Capsule committee- Mrs. P is on the committee. Each class is contributing with an opening day set to open it at a later time. This has been a good year end activity for all classes
- Bottle drive through donations to Bottle Depots- the donations go directly to Cloverdale Legacy gift. The last week there will be an option for cash donations from parents. This year leaning towards outdoor gift
- Plan for a normal year next year without cohorts

### 4. **Treasurer's Report/Budget Review:** Shanel Higham

Treasurer's Report for PAC Business meeting.  
May 4, 2021

General Account  
**Income**

**Expenses/Pay-Outs**

PAC Operating Expenses - \$68 ice cream (\$1247 remaining)

Gaga ball Pit -Zeroed out

Hanging Baskets- \$3713 paid \$5430 in made \$1717

Gaming Account  
**Income**

**Expenses/Pay-Outs**

Grade 5 Legacy shirts -\$705

Div 1, Div 2, Grade 4 Virtual Museum Trip \$225 (\$2880 remaining)

**Vote to zero out Grade 5 Legacy account**

Notes:

- General Acct: Available funds -\$11255
- Gaming Acct: Available funds -\$6117
- Reserve Fund -\$3000

**- closed out the gaga ball pit fund**

**5. Updates on Fundraising and Events:**

- a) SD 61 Budget Proposal: All
  - Kathryn: survey put out and then a second one was put out to rank importance of funds. Very difficult to complete. Can write to local MLA's and SD Board trustees.
  - Vote May 17th
  - Lots of advocacy happening for the music programs with organized protests
  - CTS had an organized protest a few weeks ago
  - Change in accounting process leading to a deficit
- b) Plant Sale Fundraiser: Sarah Stark
  - Plants arriving Friday May 7th
  - nearly doubled last years profits
- c) Monk's School Supply Fundraiser: Kathryn Allan-Kwasnica
  - Lists from school now with Monks
  - Bee in their ear to include in their welcome to Kindergarten orientation
- d) Year end Celebration Ideas for staff and students: All
  - ideas to celebrate the end of the school year. ? Ice cream for all or freezies. Best day for treats? June 23rd for fun day previously planned
  - ? Gift cards for coffee cards for staff
- e) Gifts for PAC reps leaving CTS: All

-acknowledge our mentors leaving the school

Kathryn: Sarah Stark (6 years) and Starr Munro (9 years)- gift card sent out in your emails

-Your dedication, leadership, commitment, and support have gotten the school to where it is today

- Karen Grigalato also leaving the school- she was part of the team for 12 years

**6. Vote for the New PAC Executive: All**

-Requests of who would like to step forward to help

-request for treasurer, secretary, and co-chair

-Emah and two other parents willing to serve together. Emah willing to co-chair, additional parent to act as secretary (Rekiah), and additional stay at home dad- Member at Large

- Two other parents interested in secretary- would Judy and Sasha share this role? Sasha to take on the role, Judy will act as back up

-Member at large: Jeremy/Rekiah, Hilary, Jennifer

-Shanel- acting Treasurer

-Nirosha- will attend meetings for now. Happy to help where she can

-Any other roles? Sonia to help. Megan happy to help with events and assist with Quadra Village days

-Motion to accept new executive as named: Starr 1st, second Judy

Motion accepted

**7. Roundtable: All**

*Meeting adjourned @ 7:50pm*

**Next PAC Business Meeting – Budget Review and Planning for 2021/2022:**

Tuesday June 1, 2021 @ 7:00

**Next PAC Executive Meeting:**

TBA – Early to mid September 2021