



PARENT ADVISORY COUNCIL

cts.parents@gmail.com

CTS PAC Business meeting minutes April 4, 2022

Executive Members in attendance: Kathryn Allan-Kwasnica, Emah Christiansen, Sacha Anderson, Jennifer Meadows, Erin McCaskill, Judy Kitts Hilary Hagel and Michelle Payne

1. **Welcome and Acknowledgement:** Kathryn Allan-Kwasnica
 - a) Introductions
 - Territorial acknowledgments
 - b) Review Agenda/Additions/Accept Agenda
 - Motion to accept: Hilary 1st; Sacha 2nd
 - c) Accept Executive Meeting Minutes from Feb 9, 2022
 - Motion to accept: Sacha 1st; Judy 2nd
2. **Principal's Report:** Susan Ottenbreit
 - Mini rugby has started for grade fours and fives with Lynn Crust, Mo Kheari and Marly (from Cloverdale childcare) coaching
 - Track will be starting soon for grades 3, 4 and 5. There will be no city finals only zone meets this year
 - Thank you to Kathryn who has a commitment for a donation of stumps for the outside learning circle at the nature playground. Kathryn will follow up with the contact to see what the timeline is for delivery of these
 - Before spring break the school had its first assembly which was very successful. It was split into two groups (one for primary grades and other for intermediate grades)
 - Families will be hearing from teachers soon about what the next informal student reporting will look like for this term
3. **Vice Principal's Report:** Barb Sapsford
 - The grades fours and fives participated in a stem challenge with other schools. There is a draw and an opportunity for grant money for the school
 - Thank you to Mrs. Petrovic and her family who set up gym for gymnastics
 - Working on rescheduling bottle drive with grade fives
 - The outside track will be lined soon for classes to use
 - Grade fives were able to MC the assembly
4. **Treasurer's Report/Budget Review:** Erin McCaskill
 - See attached Treasurer's report



5. Updates on Fundraising and Events:

- a) Hanging Baskets Fundraiser
 - Very successful fundraiser with 212 plants sold
 - Pickup is on Tuesday, May 3
 - Need parent volunteers to unload delivery truck and hand out plants
 - Hilary will ask Jenna if we are able to use the gym to hand out plants
- b) Year End Outdoor Celebration
 - There is a desire from the PAC to host a safe outdoor event for families
 - Kathryn will bring forward a possible date to the next PAC executive meeting
- c) Larger purchase ideas
 - There is approximately \$10,000 in the budget to spend however there are a number of expenses coming up including an annual fee for the seaquarium
 - This will be discussed at the executive meeting next week
 - Sue suggested looking at inclusive playground equipment that could include an accessible slide or swing
- d) April/May Information Night
 - Kathryn has approached a well-known parent educator, Alison Rees to do a workshop for families
 - There were discussions on the cost of this workshop; if the cost could be shared with other PACs; if families would attend; and if this should be scheduled for another time
 - The PAC voted and were in favour of hiring her for a one-hour workshop if there is an interest from families
 - Judy will post an informal poll to the Cloverdale Families Facebook page asking who would be interested in attending
- e) New Exec members needed especially Treasurer
 - To be discussed at executive meeting on April 13

6. Roundtable: All

Outstanding items to be discussed at executive meeting:

- Next year possible cards fundraiser - Emah
- Playground instruments - Michelle
- Accessible playground equipment - Kathryn
- April/May information night after informal poll completed



Meeting adjourned @ 7:53pm

Next PAC Executive Meeting:
Wednesday April 13, 2022, 7-9pm

Next PAC Business Meeting - AGM - vote in new executive
Tuesday May 3, 2022, 7-9pm

Cloverdale Traditional School ~ Parent Advisory Council
Summary Report - Fiscal Year July 1, 2021 - June 30, 2022

March-2022

General Account			
Account Balance	\$35,094.15		
Reserve Funds	\$3,000.00		
2022/2023 Operating Budget (\$6,000)	\$6,000.00		
Budgeted Funds	\$15,886.13		
Held Funds	\$10.00		
Available Funds	\$10,198.02		
Approved Expenses			
	Total Approved	Spent to Date	Remaining Funds
Ongoing Expenses			
Childcare	\$0.00	\$0.00	\$0.00
PAC Socials	\$1,200.00	\$0.00	\$1,200.00
PAC Executive Operating	\$1,425.00	(\$52.15)	\$1,477.15
Convention Budgets (Fundraisers & Events)			
Welcome Back BBQ	\$0.00	\$0.00	\$0.00
Halloween Dance	\$0.00	\$0.00	\$0.00
Year End Dance	\$260.00	\$0.00	\$260.00
Bus Transportation	\$7,800.00	\$0.00	\$7,800.00
Mus. Program	\$850.00	\$126.90	\$723.10
STEM Program	\$250.00	\$28.28	\$221.72
Garden Expense	\$500.00	\$0.00	\$500.00
Fine Arts	\$0.00	\$0.00	\$0.00
Reading Programs	\$2,000.00	\$805.84	\$1,194.16
Emergency Preparedness Supplies	\$1,000.00	\$0.00	\$1,000.00
Grade 5 Gift to the School	\$200.00	\$0.00	\$200.00
Seagrass	\$1,200.00	\$1,000.00	\$200.00
Painted Outdoor Circuit	\$2,000.00	\$0.00	\$2,000.00
Pre-Approved Expenditures			
Gaga Ball Pits	\$0.00	\$0.00	\$0.00
Total	\$18,525.00	\$2,458.87	\$16,066.13
Revenue			
	Received to Date	Expenses	Net Revenue to date
Ongoing Fundraisers			
Thrifty Store Cards *	\$10.00	\$0.00	\$10.00
Uniforms Consignment *	\$0.00	\$0.00	\$0.00
Bottle Deposit	\$0.00	\$0.00	\$0.00
Clover Labels	\$50.00	\$0.00	\$50.00
Magazine Sales (OSF)	\$0.00	\$0.00	\$0.00
COBS Breast	\$0.00	\$0.00	\$0.00
One Time Fundraisers			
Works - School Supplies	\$1,499.64	\$0.00	\$1,499.64
Entertainment Bonds	\$13,450.28	\$8,129.69	\$5,320.57
Welcome Back BBQ	\$0.00	\$0.00	\$0.00
Halloween Dance	\$0.00	\$0.00	\$0.00
Parent/TA Subst	\$5,400.00	\$5,400.00	\$0.00
Paints Fundament	\$0.00	\$0.00	\$0.00
Hanging Baskets	\$6,985.00	\$4,501.48	\$2,483.52
Year End Dance	\$0.00	\$0.00	\$0.00
Walk a Thin	\$0.00	\$0.00	\$0.00
Bottle Drive - Gaga ball pit	\$0.00	\$0.00	\$0.00
Other Income - PSE Reimbursment/Other	\$40.00	\$0.00	\$40.00
Total	\$37,061.93	\$16,031.61	\$21,030.32

Gaming Account			
Account Balance	\$6,217.11		
Budgeted Funds	\$5,257.45		
Available Funds	\$959.66		
Expenses			
	Total Approved	Spent to Date	Remaining Funds
Grade 5 Legacy	\$825.00	\$880.00	\$0.00
Fine Arts	\$2,000.00	\$1,279.85	\$720.15
Sports	\$4,000.00	\$3,058.62	\$941.38
Magazines	\$500.00	\$424.08	\$77.92
Held Gifts & Guest Speakers	\$3,375.00	\$0.00	\$3,375.00
Chrome Book Carts	\$3,000.00	\$3,086.33	\$0.00
Pre-Approved Expenditures			
CCPAC Membership	\$75.00	\$75.00	\$0.00
Total	\$13,825.00	\$8,889.57	\$5,257.45
Revenue			
	Received to Date	Expenses	Net Revenue to date
Starting Grant 2021-22			\$5,300.00
Total			\$5,300.00

Note:
All unused "Approved Expenses" funds will be zeroed on July 1, 2022
Revenue Funds balance will be carried over to next fiscal year.
* - Funds held in "Held Funds"

Last Updated
Apr04/22