



PARENT ADVISORY COUNCIL

cts.parents@gmail.com

CTS PAC Business & Executive Meeting Minutes September 19th, 2023

Executive Members in attendance: Sacha Anderson, Michelle Boulos, Nancy Park, Emah Christiansen, Sara Brownlee, Louise Ward, Judy Kitts and Adrien Castle

Executive member regrets: Julia Couper and Jill Morrison

1. Welcome and Acknowledgement: Emah

- Territorial acknowledgements
- Roundtable to introduce administration, executive and parents
- Review Agenda/Additions/Accept Agenda
 - Motion to accept Kathryn 1st; Louise 2nd
- Accept any Outstanding Meeting Minutes from June 6, 2023 PAC business meeting
 - Motion to accept Michelle 1st; Kathryn 2nd

2. Principal's Report: Ms. Sue Ottenbreit

- Busy start to the year with routines being developed
- School is full with over 350 students
- Teachers begun process of starting up clubs and sports
- Cross country has started with Mrs. Black for grades 3, 4 and 5
- Meet the teacher night was a success. Food trucks were quite thrilled with presence of folks buying food and met minimum
- PAC bought 3-4 water collection barrels which are not used by school. School would like PAC to determine if they would like them back or what to do with them
- Reminder that if school staff have specific requests from PAC, please direct them back to Sue or Deanna

3. Vice Principal's Report: Ms. Deanna Reid

- Deanna has had an amazing welcome to Cloverdale
- Terry Fox run will be on Monday, September 25 at the back field at 1:30pm
- Grade five t-shirts have been ordered. All grade fives have signed, sized and ordered
- Leadership opportunities for grade fives include: kindergarten helpers (three grade fives help in nature playground, walk kindergarteners to washroom and play games with them); lunch monitors and morning announcements
- In October the official leadership club will start

4. Treasurer's Report/Budget Review: Nancy Park

- See attached operating budget
- Change in general account for transportation as school will fund bussing with their fundraisers

5. Updates on Fundraising & Events:

PAC Events:

WestCoast Seeds - Sacha

- Sent in application for this fundraiser
- Will run early in the new year
- Parents order online, seeds are sent to sort and distribute to families
- PAC will receive 40% of revenue

Monks Office Supplies - Emah

- Didn't go as smooth as hoped with some supplies missing
- Still waiting to hear how much was made on this fundraiser

The Card Project - Michelle

- Paper and envelopes were delivered to school today
- Art work needs to be completed by October 6
- There is a good selection of presents for families to purchase
- Orders will need to be in early November
- Everything is going smoothly and it has been a good company to work with

Halloween dance

- Judy, Michelle, Nicole, Louise, Sara to organize

Board Game Cafe fundraiser

- Deanna made a suggestion for a board game fundraiser
- Board Game Cafe comes to school for free with board games and staff to help show how to play games
- PAC can sell concession to raise money
- Questions about if the Board Game Cafe would also bring games to sell
- Emah to look into and pull team together to organize

6. New PAC executive member: Constance Fischer

- Vacant position for Member-at-large as Shazia Suleman's family moved schools
- Kathryn put motion forward; Sara seconded
- Executive members unanimously voted Constance to join PAC executive as Member-at-large

7. Roundtable: All

- None

8. Camera's on: Executive to stay on.

Meeting adjourned @ 8:27pm

Next PAC Business Meeting: Wednesday, October 11th 2023 7:30-9pm

Cloverdale Traditional School ~ Parent Advisory Council
 Summary Report - Fiscal Year July 1, 2023 - June 30, 2024

August-2023

General Account			
Account Balance	\$23,091.95		
Reserve Funds	\$3,000.00		
2023/2024 Operating Budget (\$6,000)	\$6,000.00		
Budgeted Funds	\$4,675.00		
Held Funds	\$0.00		
Available Funds	\$9,416.95		
Approved Expenses			
	Total Approved	Spent to Date	Remaining Funds
Ongoing Expenses			
Childminding	\$0.00	\$0.00	\$0.00
PAC Socials	\$0.00	\$0.00	\$0.00
PAC Executive Operating	\$1,425.00	\$0.00	\$1,425.00
Committee Budgets (Fundraisers & Events)			
Welcome Back Bkkt	\$500.00	\$0.00	\$500.00
Halloween Dance	\$800.00	\$0.00	\$800.00
Year End Dance	\$500.00	\$0.00	\$500.00
Music Program	\$150.00	\$0.00	\$150.00
STEM Program	\$150.00	\$0.00	\$150.00
Emergency Preparedness Supplies	\$500.00	\$0.00	\$500.00
Grade 5 Gift to the School	\$500.00	\$0.00	\$500.00
Garden Expense	\$150.00	\$0.00	\$150.00
Pre-Approved Expenditures			
Total	\$4,675.00	\$0.00	\$4,675.00
Revenue			
	Received to Date	Expenses	Net Revenue to date
Ongoing Fundraisers			
Bottle Depot	\$0.00	\$0.00	\$0.00
Olive's Lib-els	\$0.00	\$0.00	\$0.00
COVID Brew	\$0.00	\$0.00	\$0.00
One Time Fundraisers			
Monies - School Supplies	\$0.00	\$0.00	\$0.00
Halloween Dance	\$0.00	\$0.00	\$0.00
Christmas cards fundraiser	\$0.00	\$0.00	\$0.00
West Coast Seeds	\$0.00	\$0.00	\$0.00
Year End Dance	\$0.00	\$0.00	\$0.00
Walkathon	\$0.00	\$0.00	\$0.00
Bake/food sale	\$0.00	\$0.00	\$0.00
Misc Income	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

Gaming Account			
Account Balance	\$1,957.74		
Budgeted Funds	\$5,750.00		
Available Funds	(\$3,792.26)		
Expenses			
	Total Approved	Spent to Date	Remaining Funds
Grade 5 Legacy	\$1,500.00	\$0.00	\$1,500.00
Fine Arts	\$1,500.00	\$0.00	\$1,500.00
Sports	\$1,000.00	\$0.00	\$1,000.00
Agencies	\$650.00	\$0.00	\$650.00
Fieldtrips & Guest Speakers	\$0.00	\$0.00	\$0.00
Transportation - Buses	\$1,100.00	\$0.00	\$1,100.00
Pre-Approved Expenditures			
BCCPAC Membership	\$0.00	\$0.00	\$0.00
Total	\$5,750.00	\$0.00	\$5,750.00
Revenue			
			Net Revenue to date
Gaming Grant 2023-24			\$0.00
Total			\$0.00

Last Updated
 September 15, 2023