



PARENT ADVISORY COUNCIL

cts.parents@gmail.com

CTS PAC Business & Executive Meeting Minutes April 10th, 2024

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

Executive member regrets: Emah Christiansen, Julia Couper, Adrien Castle Jill Morrison and Constance Fischer

1. Welcome and Acknowledgement

- Territorial acknowledgements - Judy Kitts
- Review Agenda/Additions/Accept Agenda
 - Motion to accept: Sacha 1st; Judy 2nd
- Accept any Outstanding Meeting Minutes - February 13, 2024
 - Motion to accept: Sacha 1st; Judy 2nd

2. Principal's Report: Ms. Sue Ottenbreit

- Significant amount of absenteeism at the school
- Sue was wanting to confirm that the PAC was going to pay for \$900 to replace two planter boxes
- Will get another two planter boxes made
- Water main construction is continuing on Quadra. Next week the northbound lane will be closed. Parents should be able to make left turn into parking lot
- Asking families to park elsewhere and walk in and avoid parking at Thrifty's
- Welcome to Kindergarten event will be happening in May
- Will be the same format as previous years - outside, drop in event. Have good attendance with this format
- District-wide process for staffing for next year is underway. Waiting to hear what the division grid will look like. Assume it will be similar to this year with 16 divisions and many multigrade classes
- School cannot expand as there is no more room and building portables is a 2 year process
- Grade fours and fives gifted testing happening. It is fairly significant testing to be designated as gifted
- School's goal will be added to the school's website

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

- The Cheetah Chase was a huge success. The school ran 7200 km
- \$2500 raised for classrooms
- Grade fives are building a board game/STEM library where students can take these items home like a library book
- Deanna updated the club bulletin board across from her office at the front of the school. She encourages parents and caregivers to come in and look at what is available to students. There are clubs like: cheer, dance, cross country, rugby, craft club, drama, pop club and a math group
- Deanna to take a photo and send to Michelle to put on facebook

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

- See attached operating budget

5. Updates on Fundraising & Events:

1. Hanging baskets fundraiser - Michelle

- Made \$570
- Only did e-transfer or cheque this year so made it a lot less work

2. Wheelchair Sports Day - Adrien/Sacha

- Scheduled for June 12
- All grades will take part with 2-3 classes going for a 30-45 min time slot
- Will be the same format as last year with some activities in the gym and some on the blacktop outside the gym

3. PAC social event April 26

- Decided to cancel event

4. End of year party

- Committee formed including: Michelle, Jill, Julia, Sara, Louise, Nicole, Brownyn and Emah
- Let Sue know who committee will be reaching out for food donations as Thrifty's already provides a lot to the school throughout the year
- Would like to do a barbeque like was done two years ago
- Might want to do ticketing system for food
- Last time parents brought barbeques from home. May need to figure out another way to do this
- Last time this was done went through a lot of food and had to make multiple trips to Thrifty's and Walmart to buy more
- Could do a bake sale at the event

5. May meeting - AGM/budget planning

- Plan to do the budget planning at May meeting
- Vote in the new executive in September to hopefully get new parents join

6. Roundtable: All

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

Meeting adjourned @ 8:10pm

Next PAC Meeting: Wednesday, May 22nd, 2024 7:30-9pm

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

General Account			
Account Balance	\$26,997.43		
Reserve Funds	\$3,000.00		
2023/2024 Operating Budget (\$6,000)	\$6,000.00		
Budgeted Funds	\$3,361.47		
Held Funds	\$0.00		
Available Funds	\$14,635.96		
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	\$674.32	\$750.68
Committee Budgets (Fundraisers & Events)			
Halloween Dance	\$800.00	\$751.27	(\$50.00)
Year End Dance	\$500.00	\$0.00	\$500.00
Music Program	\$150.00	\$0.00	\$150.00
STEM Program	\$150.00	\$89.21	\$60.79
Emergency Preparedness Supplies	\$500.00	\$0.00	\$500.00
Grade 5 Gift to the School	\$500.00	\$0.00	\$500.00
Garden Expenses	\$900.00	\$0.00	\$900.00
Pre-Approved Expenditures			
Cheer sets	\$419.44	\$419.44	\$0.00
Total	\$5,844.44	\$1,894.24	\$3,950.20
Revenue			
	Received to Date	Expenses	Net Revenue to date
Ongoing Fundraisers			
Oliver's Labels	\$0.00	\$0.00	\$0.00
One Time Fundraisers			
Monks - School Supplies	\$531.69	\$0.00	\$531.69
Halloween Dance	\$2,567.04	\$751.27	\$1,815.77
Christmas cards Fundraiser	\$1,694.40	\$36.41	\$1,657.99
West Coast Seeds	\$0.00	\$0.00	\$0.00
Year End Dance	\$0.00	\$0.00	\$0.00
Hanging Baskets	\$1,083.00	\$0.00	\$1,083.00
Bake/food sale	\$0.00	\$0.00	\$0.00
Misc Income	\$0.00	\$0.00	\$0.00
Total	\$5,876.13	\$787.68	\$5,088.45

opening balance	\$23,091.95
income	\$5,876.13
expenses	\$2,721.92
Ending balance	\$26,246.16

Halloween dance (double entry)	\$751.27
year end dance (double entry)	\$0.00
Bank balance	\$26,997.43
Difference	\$0.00

April-2024

Gaming Account			
Account Balance	\$5,894.32		
Budgeted Funds	\$3,090.48		
Available Funds	\$2,803.84		
Expenses			
	Total Approved	Spent to Date	Remaining Funds
Grade 5 Legacy	\$1,500.00	\$1,137.97	\$362.03
Fine Arts	\$1,500.00	\$516.05	\$983.94
Sports	\$1,000.00	\$312.37	\$687.63
Agendas	\$650.00	\$485.12	\$164.88
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	\$6,750.00	\$2,658.52	\$4,091.48
Revenue			
			Net Revenue to date
Gaming Grant 2023-24			\$6,600.00
Total			\$6,600.00

opening balance	\$1,961.64
income	\$6,600.00
expenses	\$2,667.32
ending balance	\$5,894.32
O/S Expenses from PY	\$0.00
Bank balance	\$5,894.32
Difference	\$0.00

Last Updated
April 9, 2024

Note:
All unused "Approved Expenses" funds will be zeroed on July 1, 2024
"Reserve Funds" balance will be carried over to next fiscal year.