



# PARENT ADVISORY COUNCIL

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## CTS PAC Business & Executive Meeting Agenda Month, Date, Year

### 1. **Welcome and Acknowledgement:** Emah Christensen

- Territorial acknowledgements
- Roundtable to introduce administration, executive and parents
- Review Agenda/Additions/Accept Agenda
- Accept any Outstanding Meeting Minutes

### 2. **Principal's Report:** Ms. Sue Ottenbreit

- Start to school has been smooth. Cloverdale is close to full with students (few seats remaining)
- District has asked that we are reminded of Policy 1155: Complaint Process for a Resolution of Concerns. Complaints are to go to the person that the individual has the concern with and then it is to go up the chain and not directly to the superintendent.
- District has asked that we are reminded of the Harassment remind parents of this policy; not right to the superintendent
- Harassment policy also a reminder –
- Sign Board outside Cloverdale; need to develop a plan
- String different this year; cut-backs at the Board; last year outside of school schedule (before school last year); directed by Board to share with Quadra (not enough strings teachers); asked to determine location together; directed that it had to be after school; back and forth on location. Quadra was the best host due to size (gym is used by after school care; and library doesn't fit the group); Quadra has a dedicated strings room; Mrs. White is teaching it.
- Field Trips: Goldstream trip is led by the teachers with the training (Ms. Kheari, Ms. Black, and Ms. McIsaac); These teachers will have the tanks and then go to Goldstream to release the salmon.
- Devices: The School District removed 36 devices (iPads, Chromebooks) from Cloverdale because of new regulations around privacy. These devices were too old and couldn't be updated appropriately. Also, the ratio of students to devices used to be 2:1 and now is 4:1. The District is now trying to put in place a plan to

track the devices so in the meantime we will remain with the devices we have.

### **3. Vice Principal's Report:** Ms. Dianne Chretien

- Working diligently on getting the health and safety records (student medical information)
- Organizing the Grade 5 lunch monitors
- One of Ms. Chretien's passions is the gym and would like to share a proposal to bring in a new program – rocks and rings (floor curling). It is great because it is accessible for all ages. Cloverdale would rent the equipment for 4 days for \$350. Each class would get a few sessions. A complete curriculum is provided.

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

- Income:
  - The forecasted income from fundraisers is \$7,800.
  - The gaming grant at \$6,700 and a raffle draw of \$400.
  - Total forecasted income is \$14,900.
- Expenses:
  - The account expenses (year end event, field trips, emergency preparedness supplies, grade 5 legacy, agendas, etc) are a total of \$14,900.

### **5. Updates on Fundraising & Events:**

- The Card Project – Michelle has been working with the school on dates for the orders. It is going smooth.
- Monks Office Supplies – Emah is waiting for the information from Monks on income made from the fundraiser. Monks is also providing some compassion kits. Noted that the order deadline was very early; interested in pushing it back if possible. No reports of issues of on orders this year.
- Poinsettia – Judy offered to lead the poinsettia

### **6. Roundtable:**

- PAC recruitment:
  - Newsletter: Interest in moving PAC message up to the top of Cloverdale newsletter (if only for the next newsletter)
  - Paper sent home: PAC to draft a note to go home with students; ask for email addresses to share information as not everyone has Facebook.

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

- Discuss fundraising
  - The Royals: Hilary will lead this fundraiser.
  - Pacific FC: Pass
  - Instacake: Pass we are doing cards.
  - Hillside Night of Lights: Post of Facebook that we are looking for a volunteer to lead this fundraiser.
  - Baseball - book on amazon, The Ball's Been Hit: Pass
  - Returnables bin: Emah to ask Sue
  - Christmas Tree tipping: Ian will lead

**Meeting adjourned @ Next PAC Meeting: Wednesday October 9th, 2024 7:30-8:30pm**