



PARENT ADVISORY COUNCIL

cts.parents@gmail.com

CTS PAC Business & Executive Meeting Minutes October 9, 2024

Executive members in attendance: Sara Guenther, Sacha Anderson, Sara Brownlee, Nancy Park, Meghan Lawlor, Ian Clarkson, Nicole Cardinal and Emah Christiansen and Adrien Castle

Executive member regrets: Teagan McMartin, Judy Kitts, Michelle Boulos, Amanda Leddy and Louise Ward

1. Welcome and Acknowledgement: Sara Guenther

- Territorial acknowledgements
- Roundtable to introduce administration, executive and parents
- Review Agenda/Additions/Accept Agenda
- Accept any Outstanding Meeting Minutes
 - September 18, 2024 minutes accepted Hilary 1st; Sacha 2nd

2. Principal's Report: Ms. Sue Ottenbreit

- Craft club starting next week. If too many students are interested then the school will keep list for next term
- Cross country happening right now. There have been two meets so far and two more to come
- Soccer is starting soon for upper grades. It will be 4-6 weeks with a jamboree later this term
- Feeding Futures Fund: government has funded districts to help feed students while they are in school and eating as healthy as possible. School has been given money to feed kids during school hours.
- There have been questions around if they have gift cards to give to families. In a pinch the school has done this, but expectation is that kids are fed at school
- Backpack buddies are still happening which is weekend snacks and food that is easy to prepare for kids who need it
- Foundational Skills Assessments will be happening for grade fours

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

- Terry Fox run went very well. There is no total yet on how much was raised as toonies are still be collected
- Preparing for student vote for grade fours and fives with some classes going to legislature buildings
- Ordered materials for remembrance day for classes

- Grade five leadership opportunities: lunch monitors in place, announcements and assembly MC auditions
- Grade five bake sale at the board game night probably not happening as Dianne was under the understanding that the district is not wanting bake sales because of food safe and allergy issues. Dianne to talk to district lead and confirm this
- Dianne to email PAC info sheet for \$350 ask for rocks and rings program

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

- Received gaming grant of \$7,080

5. Updates on Fundraising & Events:

1) Discussion around parent info night

- Get a survey or brainstorm ideas on
- Nicole will work with Nancy to fill out application for \$250 for grant money for parent info nights

2) Halloween Dance - Sara B.

- We have DJ
- Sue has said school will provide speakers
- Sara has rented lights
- Emah to get the beverages - bubble, juice boxes and water
- Nicole will look into pizza options for pickup at 5:30
- Nancy to get 2 floats
- Nicole to help setup square machine
- Sara B to get wifi code on the day of the dance
- School will open doors for setup
- Sara B can put together the candy bags and buy glow sticks
- Hilary will purchase chip bags
- Judy to post on facebook asking for volunteers closer to
- Ian to print posters for ticket prices for Halloween dance

3) Poinsettia Sale

- Poinsettia orders are due Friday November 8 and will be delivered Thursday December 5
- Judy simplified it a lot and got rid of a hundred different choices as it was just too much and hard to organize
- A brochure and form will go home with the families
- Ask Judy if we are accepting e-transfers as we will need to add the password to the form

4) Open gym night - November 15

- Sacha will take the lead. It will be 6:30-8pm in the school gym

6. PAC Constitution/Bylaws - Sacha

- Updated number of PAC executive members from 11 to 15
- Sara G to update Roles and Responsibilities and have PAC members sign
- Sacha to update Bylaws to reflect added members

PAC executive members 2024/25

Co Chairs: Sara Guenther & Tegan McMartin

Treasurer: Nancy Park

Secretary: Judy Kitts

Member at large: Emah Christiansen

Member at large: Louise Ward

Member at large: Michelle Boulos

Member at large: Sacha Anderson

Member at large: Sara Brownlee

Member at large: Meghan Lawlor

Member at large: Amanda Leddy

Member at large: Ian Clarkson

Member at large: Adrien Castle

Member at large: Nicole Cardinal

7. Roundtable: All

- Sara G's husband and Ian are willing to build a website for PAC if needed. This would be used to get information out to families other than facebook. This could be paid or free depending on what is wanted
- Families expressing interest in donating to PAC instead of participating in fundraisers. Should add this information to the Halloween dance posters
- Ian suggested using Slack instead of email for communication with PAC executive. Will set it up and try it out and see what everyone thinks
- Discussion around what adaptive equipment would be beneficial to have in each classroom as some classes have bikes, some have wobbly chairs etc. and that it would be nice if all classrooms had the same tools available to the students. Sara G and Emah to look into this and work together on this
- Nicole has filed gaming license report from the raffle held at the end of year party

Meeting adjourned @ 9:05pm

Next PAC Meeting: Wednesday November 13, 2024 7:30-8:30pm