

Cultus Lake Community School Parent Advisory Council (PAC)
Meeting Minutes

February 21st, 2023 / 6:00PM / CLCS Library

In Attendance:

Kate F, Amanda D, Ryan L, Jennifer H, Christy O, Lisa W

Via Zoom:

Jaime S, Sheryl G, Chrysta H, Angela T, Jenn R

Minutes prepared by: Christy O and Kate F

1. Welcome and Call To Order at 6:12PM
2. Housekeeping / Introductions
3. Approval of Agenda APPROVED

Motion: Ryan Lees
Seconded: Jennifer Holm
4. Approval of Previous Minutes APPROVED
 - a. General Meeting Dec.6, 2022 APPROVED
 - b. Executive Meeting Dec.12, 2022 APPROVED
5. Old Business
 - a. CLCSA Match Sports Equipment Fund
-Lisa will connect with the CLCSA about this as they share the equipment
 - b. Halloween Images: Jennifer to upload to a shared site through Lisa
 - c. Coffee Hang-Outs
-7:45-8:15am as a rough timeline
-Date will be picked before the April PAC Meeting and after Spring Break
6. New Business
 - a. Vote (Proxy Votes and Funds for Projector)
Motion: To update our Constitution Bylaws to allow for proxy votes. Section 7, Part 2: "Members must vote personally on all matters; voting by proxy virtually or in hard copy shall be permitted"
Moved: Kate Fitzner
Seconded: Jennifer Holm Unanimous Vote Yes
 - b. Vote: To pay for 1/3 of a new projector/sound system for the School (\$6000)
Projector System including audio and video equipment. Microphones and headsets

will be able to be used with the system. Funds will be re-allocated from our budget. Funds Reallocation Breakdown: KinderFair and Welcome BBQ have \$3,250 not spent, School Garden \$500 that we won't need; Childcare \$250, BCPAC \$75, CSOPA School Play \$2500, and excess in bank account to total \$6,000

Moved: Ryan Lees

Seconded: Jennifer Holm

Unanimous Vote Yes

c. Principal's Message

AS PER ATTACHED REPORT AT BOTTOM OF MINUTES

d. Treasurer's Report & Budget Update

AS PER ATTACHED REPORT AT BOTTOM OF MINUTES

e. CLCSA Report

JULES ABSENT – NO REPORT SUBMITTED

f. DPAC Report

AS PER ATTACHED REPORT AT BOTTOM OF MINUTES

- Affordability Fund discussion at the DPAC level as well, Lisa to bring info to our next PAC Meeting about our schools amount spent.
- -Latest **Salena Noom** presentation was not very well attended (maybe 14 guests)- feedback that parents may not need the same information each year, could be more beneficial for student level
- Childcare / after school / daycare needs being looked at on a district level.
- Canva available for school usage
- Non certified TOC program being piloted in the District
- Inclusive playgrounds

g. Fundraiser Report

- No new report since December

h. Yearbook Update

- Jennifer R. showed sample of yearbook
- Looking at 26 pages; our cost is \$15.50 / book; Last year we sold for \$20 to cover tax and shipping
- Needs a new drive login for shared photos from the school

i. Hot Lunch Discussion

- Going really well so far. Learning as we go about space and oven and how many volunteers we need
- Very well supported. Statistically 70% of school is supporting hot lunch on popular days like Pizza and Hot Dogs. When we offer health options like salad wraps and smoothies it lowers to 30% support.

- Could we try to sell as “meals” and include sides of veggies. If a whole classroom has the same veggies to try would they?
 - Could we try to offer carrots and dip as side? To date veggie and hummus side from Booster Juice only sold x 3 for whole school.
 - Problem with offering veggies and healthy sides at hot lunch is the same issues parents find when packing lunch... the children bring it home untouched
 - Could we do treat days that are smoothies or fruits to try? Classroom challenges to explore new foods?
 - Maybe don't offer sides of cookies/rice krispies
 - Jen/Kate making healthier homemade options. Kickoff:Chili Day
- j. Teachers Appreciation
- Are we okay to use funds in a similar way to last year? On a pro D day provide a catered lunch for all teachers and staff. Thoughts that it's a wonderful to let our staff know they are appreciated
 - Asking for hand-made cards from students x 30 to write positive messages and thank you's to staff
- k. Outdoor Structure Discussion
- Lisa to get feedback from teachers as to how the space can be better utilized
- l. Committee Information Update
- Pub Night (Monday April 3rd) Committee: Kate F, Christy O, Lindsay P
 - Spring Fling (Friday May 12) No one has offered to chair or participate in a committee to plan and coordinate this event. Kate offered to book food trucks, Jen to handle cake walk. Still no volunteers for Raffle, Indoor or Outdoor games.
7. Open Floor Discussions
- a. Skating and the School Play were not able to be booked this year. In their place we had Science World come to the school and a different play is coming directly to our school to perform
 - b. Advertisement: Instead of so many fundraisers could we look to the community for sponsorships instead ex. Have a page spread in the yearbook? Sponsor an event like beach day? May's PAC Meeting discussion will be about planning our annual budget so bring forward ideas for fundraising and what we should spend funds on.
 - c. Fundraisers: look to support local businesses and families
8. Next Meeting Scheduled for: April 18, 2023
9. Adjournment at 7:46

Motion: Kate
 Seconded: Jen

CARRIED



PAC Principal's Report **Feb 2023**

School Growth Plan

Data Driven Decision Making and High Quality Instruction – last month, our learning was on math. This month, our new learning has been on small group literacy instruction. We are looking to purchase new resources in both areas.

Affordability Fund – still open to families needing support with school related items.

Indigenous Education

-Thewelhem ('schools of fish going to spawn') project with artist Jay Roberts and members of CLASS starts Feb 21.

-Powwow dancer on Jan 20

-Metis dancer on Jan 31

Spring Fling – PAC, CLCSA and School will come together to meet and discuss a date and details for this. Date has been set for May 12th. Time still to be confirmed once teachers have met.

School Wide Activities

-Black History Month

-Pink Shirt Day – Feb 22

-staff are organizing school-wide hikes or walks for the last term of school (March to June)

Grade 5 Updates

MDI has been completed

MSMS Information:

January 18 – MSMS staff met with Grade 5 students from Soowahlie

April 3 to April 13 - MSMS Feeder School Visits (Virtual + In Person)

- **April 3 to April 6** – MSMS will provide a video link for grade 5 teachers to share about life at MSMS.
- **April 6** –MSMS PVP and Counsellor to visit CLCS for a Q & A session. During the visits, Grade 5 students will be given instructions for elective selection, and an invitation for the parent evening on Wednesday, April 19.

April 19, 2023 – Grade 5 Parent Evening @ MSMS 6:00-7:00 pm

Principals Report cont.

April 27, 2023 - Registration/Elective Selection DUE via Forms online.

June School Tour Date TBD

- *Students will be grouped into divisions and will do a quick tour of the school*

Thursday, August 31 – Grade 6 WEB Orientation Day – Led by WEB Leaders

Grade 5 Celebration: June 28th

- Jules has the catering organized
- Lisa has main beach large Gazebo reserved
- planning session?

DRAFT Budget 2022/23

INCOME	Budgeted	Actual	Variance
Gaming Grant	\$ 4,000.00	\$3,680.00	(\$320.00)
Donations	\$ 500.00	\$420.81	(\$79.19)
Hot Lunch/Concession	\$ 5,000.00	\$4,951.17	(\$48.83)
Treat Days	\$ -	\$981.69	\$981.69
Halloween Concession	\$ -	-\$241.11	(\$241.11)
Halloween 50/50	\$ -	\$131.50	\$131.50
Coupon Book	\$ 100.00	\$435.60	\$335.60
Colibri Bags	\$ 100.00	\$211.54	\$111.54
Coffee	\$ 200.00		(\$200.00)
Neufelds	\$ 500.00	\$429.00	(\$71.00)
Natasha's Pie's (Thanksgiving)	\$ 300.00	\$347.50	\$47.50
Holiday Plant Sale	\$ 1,000.00	\$416.79	(\$583.21)
Purdy's Holiday	\$ 800.00	\$651.00	(\$149.00)
Windward Lavender	\$ 100.00	\$36.55	(\$63.45)
Christmas Raffle	\$ 500.00	\$629.21	\$129.21
Pub Night	\$ 1,500.00		(\$1,500.00)
Sinamon Bun Fundraiser	\$ 300.00		(\$300.00)
Purdy's Easter	\$ 800.00		(\$800.00)
Westcoast Seeds	\$ -		
Spring Plant Sale	\$ 200.00		
Gift Card Fundraiser	\$ 100.00		
Spring Book Fair	\$ 300.00		
Spring Fair	\$ 500.00		(\$500.00)
Flip Give	\$ 300.00	\$171.16	(\$128.84)
AG in the class Harvest Box	\$ 300.00	\$262.00	(\$38.00)
Cultus Swag	\$ 100.00	\$0.00	(\$100.00)
	\$ 17,500.00	\$13,514.41	(\$3,985.59)
EXPENSE	Budgeted	Actual	Variance
Terry Fox Run	\$ 250.00	\$152.88	\$ 97.12
Kitchen/Hot Lunch	\$ 500.00	\$131.03	\$ 368.97
Hot Lunch/Treat Day/Concession			\$ -
Operating Costs	\$ 300.00	\$131.01	\$ 168.99
Pancake Breakfast	\$ 400.00	\$112.15	\$ 287.85
Teachers Fund	\$ 3,250.00	\$781.32	\$ 2,468.68
Ice Skating			
Arts- Local Play	\$ 2,500.00		\$ 2,500.00
Field Trips (School-wide)	\$ 3,500.00	\$2,475.00	\$ 1,025.00
Sports Day	\$ 300.00		\$ 300.00
Grade 5 Lunch	\$ 450.00		\$ 450.00
Welcome BBQ & Kindergarten Coffee	\$ 3,250.00	\$583.71	\$ 2,666.29
Beach Day	\$ 800.00		\$ 800.00
Yearbook	\$ 100.00		\$ 100.00
Literacy Supports	\$ 800.00	\$0.00	\$ 800.00
Concert Costumes/Headsets		\$382.98	
Halloween Event	\$ 200.00	\$177.14	\$ 22.86
School Gardens (inc greenhouse)	\$ 500.00		\$ 500.00
Teacher Appreciation	\$ 900.00	\$92.87	\$ 807.13
Childcare for Meetings	\$ 250.00		\$ 250.00
BCCPAC Fee's	\$ 75.00		\$ 75.00
Total Expenses	\$ 18,325.00	\$5,020.09	\$13,687.89
2022/23 Summary			
Opening Bank Balance	\$ 9,024.87		
Income	\$ 17,500.00		
Expense	\$ 18,325.00		
left for following year	\$ 8,199.87		

\$6,000.00

**Cultus Lake Community School Parent Advisory Council
Treasurer's Report July 1, 2022 - June 30, 2023**

	General	Gaming	Breakfast
Bank Balance - July 1, 2022	\$8,740.49	\$84.93	\$217.21
Revenue			
Coupon Book	\$435.60		
Colibri	\$211.54		
Treat Days	\$981.69		
Halloween Event	-\$318.64	\$141.50	
Natasha's Pies	\$347.50		
Neufeld Farms	\$429.00		
Pointsettas	\$504.45		
Spirit Wear T-Shirts	\$30.23		
Windward Lavendar	\$36.55		
Christmas Concert Raffle	-\$10.00	\$629.21	
Veggie Box	\$262.00		
Government Grant	\$100.00	\$3,680.00	
Spring Fling/Silent Auction and Dinner			
Donations	\$420.81		
Yearbook			
Interest Income			\$1.29
Hot Lunch	\$3,295.64		
Purdy's Chocolates	\$651.00		
Expenses			
Kinderfair Food			
Welcome Events (Kindergarten and BBQ)	\$583.71		
Terry Fox Run	\$152.88		
Teacher iPads			
Teacher/Admin/PAC Gifts	\$92.87		
Munch A Lunch			
Emergency Supplies - Water	\$28.47		
Classroom Supplies (Teacher Fund)	\$781.32		
Outdoor Supplies			
Office Supplies (Cheque Order)	\$131.01		
Christmas Concert	\$382.98		
Trophies/Medals			
Beach Day			
School Hikes			
CSOPA Production			
Field Trips		\$2,475.00	
Breakfast Program	\$90.56		
Grade 5 Lunch			
PAC Kitchen	\$131.03		
Pancake Breakfast	\$112.15		
Cross Country/Sports Day			
Flip Give Balance - \$171.16			
Net Increase/(Decrease) in Funds	\$4,890.39	\$1,975.71	\$1.29
Bank Balance - February 16, 2023	\$13,630.88	\$2,060.64	\$218.50

CULTUS LAKE COMMUNITY SCHOOL

DISTRICT PARENT ADVISORY COUNCIL (PAC) REPORT

21 February 2023

Fall in Review

November 2022

- Saleema Noon is back to Talk Sex Today - Body Science Boot Camp for Parents (Zoom)
- DPAC Meeting attended by Jaime Steegstra (Zoom)

December 2022

- DPAC Newsletter in Review, Issue 1 emailed
 - Committee Representatives Wanted for: Inclusive and Accessible Playgrounds, Chilliwack Child & Youth, Middle Years, BCCPAC
 - Status of training non-medical school staff to deliver seizure care, including if appropriate delivering medication should a child experience a seizure at school.

Winter in Review

January 2023

- Draft of November DPAC Minutes emailed
- Draft of January DPAC Agenda emailed

February 2023

- White Hatter presentation on Supporting Youth Being Targeted by Agression, Cyberbullying, Threats, Hacks and Bullying (Zoom)
- PAC Info Sheet emailed
- Follow up email from January meeting; link to DPAC Facebook, templates for C&Bs, Agendas, Meeting Minutes, and BCCPAC Leadership Manual
- January DPAC Meeting Minutes emailed, summarized below
- [United Way shared grants](#) info emailed (forwarded to Principal and PAC President)
- February Agenda Package for DPAC Geneeral Meeting on Feb 24

DPAC Meeting In Review - January 2023

Chair Report:

- DPAC Rep was interviewed about Uncertified Teachers Teaching On Call by the [Vancouver Sun](#).
- The DPAC Chair & member at large went to the BCCPAC DPAC Summit. The Workers' Advisers Office gave an overview of how the ministry uses data and the Framework for Enhancing Student Learning to improve student outcomes.
- The Learning Division for the Ministry of Education and Child Care shared support for parents regarding youth mental health, Sexual Orientation and Gender Identity inclusive education and

anti-racism actions. Anonymous reporting tool for students to report bullying [Report It Erase](#).
Presentation about the Ministry of Education & Child Care's work towards Truth & Reconciliation.

- Chilliwack/Surrey/Vancouver DPACs signed a letter to advocate to the new Premier to add 3 issues most affecting most of our districts;
 - a. Align housing policy and planning with school planning
 - b. Restore life-cycle cost analysis for school facilities
 - c. Provide timely and equitable access to education for students with disabilities.

Trustee Report:

- DPAC's new liaison is Trustee Margaret Reid.
- The 2022-2023 Local School Calendar was approved as a result of the observed National Day of Mourning on September 19th, 2022 to commemorate the funeral of Queen Elizabeth II.

Treasurer Report:

- Budgeting a surplus of approx. \$2500 in Gaming for the year, which will cover the additional proposed spending of \$2152.50 for Parent Presentation Events under Unfinished Business. NET Adjusted Bank Balance; Gaming Account: \$6,507.47, General Account: \$4,506.92.

Committee Reports:

- RCMP Safe Place Initiative: **Do students/staff feel uneasy with RCMP?** Could invite an officer to a meeting was discussed. Many don't feel safe, but could bridge the gap between communities.
- Sexuality & Gender Equality Committee: **To train the trainor contact dpacsecretary@sd33.bc.ca.**

Unfinished Business:

- [Shelley Moore](#) is booked to present from approved funds, and will discuss inclusion and competency-based IEPs virtually on March 1 at 6pm for up to 500 participants!
- May book Kim Barthel to present about understanding complex behaviors & being your best self.
- **Affordability Fund: How is that going for PACs?** Some schools are providing gift cards, one bought students' glasses, another bought hot lunches for all. Some admins are struggling with how to determine if people need help. DPAC suggests: **PAC's request Principle accounts for funds spent to ensure it is on time and done in a meaningful way.**
- Uncertified Teachers Teaching On Call used due to not having enough TTOCs.
 - Classes were being covered by 4-5 teachers being pulled in a day, creating inequity.
 - Reportedly there are not college enough seats to train new certified teachers.
 - The district has hired over 37 uncertified TTOCs already, and are following the Collective Agreement and School Act.
 - Certified teachers get the opportunity to work first, uncertified TTOCs will not have positions past 20 days, are not unionized, and can be dismissed more easily.
 - There is continued concern from parents & DPAC about student safety, classroom preparedness, student behaviors and inadequate district training.
 - Could improve the process for retired teachers, and late call out time (4am) so other districts don't get all the TTOCs the night before.
- Inclusive Playgrounds: DPAC hears there is no consultation with PACs regarding playground builds and upgrades. Principals should contact PACs about this. Funding continues to be an obstacle. DPAC may propose a playground policy and committee to the Board. **If you are interested in inclusive playgrounds, please reach out to DPAC.**

New Business:

- Emergency Preparedness is the sole responsibility of the district. There are Ministry endorsed best practices, but districts use the Emergency Management Planning Guide to provide support to schools in upholding their responsibilities during an emergency, [more info](#). PACs are not responsible for purchasing or providing emergency equipment but can advocate the principal create a plan. Tips and tools for families, [here](#). Stitos is new and didn't know what earthquake kits should contain. TMP – there is to be a plan provided by the pipeline company to each school within 500m of pipeline. Schools can apply for a grant to get funding to help with supplies.
- How can DPAC help PACs with engaging parents? Suggested a DPAC newsletter would be helpful and material that helps educate parents/guardians with respect to DPAC and PACs roles and responsibilities and why parents should care. Can send PAC info in the school newsletter, put a form link on PAC fb page, have parent info night with door prizes.

DPAC Facebook Posts from February:

- Upcoming Events:
 - March 1st at 6pm - Dr Shelley Moore on Inclusive Education
 - April 24th at 7pm - Kim Barthell on Conscious Parenting
- After conversations about book banning and a recent protest at a local high school wanting an LGBTQ2+ dance, The Bookman is fundraising to purchase inclusion books for local schools. \$4,500 was already raised. You can contribute with e-transfers to amber@bookman.com password Pride123 or with in store donations.
- Establishing Respectful Relationships and Consent in Our Communities. 90 minute Parent Session – February 27 / March 8 TIME: 6:30 – 8:00pm. Registration is required. [Link here](#).
- Free Food and fun on Family Day
- "CAREGIVERS AS CRITICAL AGENTS OF CHANGE: Strategies to Keep in Mind When Your Young Person Struggles with Emotional Dysregulation" in Burnaby with speaker Nicole Allen, RCC working as a Group and Family Therapist at Fraser Health's START East program. [Register here](#).
- The Chilliwack Board of Education wishes to ensure that parents, employees, students, community members and partners are aware of the DRAFT 2023 - 2024 Local School Calendar. View the calendar and complete a short survey to provide feedback. [Survey here](#).
- Check out this fun family event happening at the [Bob Chan-Kent Family YMCA](#) on Saturday, February 25th. Registrations encouraged but drop-ins welcome. <http://bit.ly/3HvDXMA>
- Breaking News | The BC Government has just introduced legislation to make September 30th, The National Day for Truth and Reconciliation, a paid statutory holiday. To learn more about Orange Shirt Day, please read this blog post.
- Black History Month is February 1 - March 1
- Helpful tips as you start to plan the upcoming week from the [Chilliwack Learning Society](#) about how to be a [#FrugalFoodie](#) and keep more of your resources in your pocket (and tummies).
- Strategic Plan Update with PowerPoint related to the new 3 term, 90 day, reporting.
- AMAZE is offering a free two day (Feb 28, Mar 1: 1.5hrs each day) workshop to families, educators, medical and mental health providers, and other youth-serving adults with the knowledge, awareness, and skills to prevent and navigate an instance of sextortion.