

CULTUS LAKE COMMUNITY SCHOOL

# PARENT ADVISORY COUNCIL (PAC)

## MINUTES

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18 APRIL 2023 / 6:00 PM / CULTUS LAKE COMMUNITY SCHOOL LIBRARY

### WELCOME - CALL TO ORDER

#### Attendance

- Jules H (zoom)
- Chrysta H (zoom)
- Kate Fitzner
- Jen Holm
- Sher G
- Angela T
- Sheena M
- Jaime S
- Ryan L
- Lisa W

#### Absent:

- Christy

### HOUSE KEEPING/INTRODUCTIONS

Motion Kate to open meeting 6:16      Second Ryan

Motion to approve all report items, previous minutes (02/21/23) and agenda Jen      Second Ryan

Motion to approve spending \$200 of PAC funds towards Read-A-Thon prizes Kate      Second Jen

Vote: Unanimous

### OLD BUSINESS

CLCSA MATCH SPORTS EQUIPMENT FUND – Kate to attend CLCSA Meeting in May

HALLOWEEN IMAGES - Not going to happen (hopefully some in yearbook)

COFFEE HANG-OUTS – Jen/Lisa to plan the 1<sup>st</sup> one in May

### NEW BUSINESS

PRINCIPALS MESSAGE (full report attached end of minutes)

- Outdoor structure teacher suggested needs: seating/ picnic table secured to ground
- Affordability Fund – Our school received \$9, 800 and we have \$4,400 left. Balance can carry over to next year (new rules). We’ve been using it for clothing, school supplies, hot lunch, field trips.
- Staff Appreciation Lunch: Date to be decided at next Staff Meeting
- June 28<sup>th</sup> grade 5 celebration. Teachers want to know if parents will decorate? Family is invited, formal. Theme ideas: Seascapes, Hollywood/Red Carpet, Decades(60’s, 70’s etc). (Costing: ask grade 5 committee to host fundraiser, catering will be at cost this year, small PAC budget to cover some of event costs) 26 grade 5’s/ maybe 60-100 total attending.
- Question JH: Will there be kayaking this year? Mr Allen will be leading, more information to come.
- Beach day is June 27<sup>th</sup>
- Early Learning (Ready, Set, Learn) went well, PALS (Strong start + Kindy) focus on Math.
- June Kinder fair
- Grade 5 – Elective forms to be sent home soon
- Green Team: Getting 10 x new planters (polyurethane) coming soon. We need to consider fencing to protect area.
- 1 or 2 portables (1 coming for sure) paving to be done to the area below
- Pre-school coming for sure 2024 for sure. Strong Start & Kidzone to go back into portable. Daycare is on the plans no proposed date yet.
- Question AT: Are parents allowed to come to Read-a-thon? LW: Not at this time

## **DRAFT BUDGET DISCUSSION**

Open Idea Group Discussion: Look for sponsorships, cut any fundraisers under \$200, so many fundraiser dates with ovetop of one another made it hard to keep track, timing could have been better planned, good variety, fundraisers all did less this year than previous years (hard year with inflation), flip give is super easy but very few people are using it (more info needs to be provided), limit to max 2 fundraisers a month (Sept/Jan) then 1 going forward

to close the year, focus on Cultus Lake Specific Outdoor Learning needs then fundraisers would be more impactful if people know what we are raising funds for, Questions AT - Sponsorships are there restrictions from the district? LW - Most like, she will investigate. Space in the yearbook advertisement?

FINAL DECISION: Reduce proposed Budget by 2/3's. Aim for 2023/4 year to raise between \$6,000-8,000. Also reduce spending to match, remove all small things like pizza for beach day, oranges on sports day and put that costs directly on parents. PAC will focus funds on more inclusive and enrichment style field trips, outdoors learning and schoolwide presentations etc instead of treats and food for event.

## **SPRING FLING UPDATE**

Event is back on, split leadership to get it done. LW to organize with teachers to run games. JH to go through games and select and prep what we'll need. KF booked 2 food trucks (Stormy's and Corner Kicks, JS to organize community donations, CO to organize classroom themed basket, CLCSA to organize cake walk\_

- 1. NEXT MEETING IS MAY 24, 2023**
- 2. ADJOURNMENT**

Motion by Ryan to end meeting 8:16pm, second by Sher

**Reports Attached Below**



### Completed Fundraiser Report Term 1 – Dec 2022 (Sept-Nov)

Summary: We are short \$276.62 in what we projected to bring in.

Fundraiser	Income Projected	Income Made	Variance	Notes
Coupon Book	\$100.00	\$435.00	+\$335.60	Complete
Colibri Bags	\$100.00	\$211.54	+\$111.54	Complete
Veggie Box	\$300.00	\$262.00	-\$38	Short by 10 orders, had to partner with Watson Elementary
<u>Nuefeld's</u>	\$500.00	\$429.00	-\$71	Complete
Natasha's Pies	\$300.00	\$347.50	+\$47.50	Complete
Purdy's	\$800.00	\$651.00	-\$149	Complete
Growing Smiles	\$1,000.00	\$377.29	-\$622.71	Complete
Windward Lavender	\$100.00	TBA		Complete
Spirit Wear	\$100.00	\$0	-\$100	Was discussed that wholesale cost of \$35 was too expensive so it was decided to sell at cost and not as a fundraiser
Santa Store	\$500.00	\$0	-\$500	Will be a <u>free gift store</u>
Halloween 50/50	\$0	\$131.50	+\$131.50	Added last minute, thus not initially projected
Halloween Concession	\$0		-\$241.11	700 hot dogs purchased, 150 sold. Hot Lunch to absorb extra stock and use for Hot Dog days.
Flip Give (1 <sup>st</sup> term)	\$100.00	\$104.84	+\$4.84	Ongoing
Hot Lunch & Treat Day (1 <sup>st</sup> Term)	\$1,666.00	\$2,339.71	+\$673.71	Ongoing.
<b>TOTALS</b>	<b>\$5,566.00</b>	<b>\$5,289.38</b>	<b>-\$276.62</b>	



### Completed Fundraiser Report Term 2 – Dec 2022 (Dec-Jan-Feb)



Fundraiser	Income Projected	Income Made	Variance	Notes
Coffee Fundraiser	\$200	32.82	-167.18	Complete
Purdy's Easter	\$800	184.93	-615.07	Complete
Westcoast Seeds	0	\$300	\$300	<i>Estimate</i>
Pub Night	\$1,500	\$2,000	\$500	<i>Estimate</i>
Flip Give	\$100	\$70.83	-\$29.17	Complete
Hot Lunch/Treat Day	\$1,666	\$3,437.72	1,771.72	Complete
<b>TOTALS</b>	<b>\$4,266.00</b>	<b>\$6,026.30</b>	<b>\$1,760.30</b>	

<b>Cultus Lake Community School Parent Advisory Council</b>			
<b>Treasurer's Report July 1, 2022 - June 30, 2023</b>			
	<b>General</b>	<b>Gaming</b>	<b>Breakfast</b>
<b>Bank Balance - July 1, 2022</b>	<b>\$8,740.49</b>	<b>\$84.93</b>	<b>\$217.21</b>
<b>Revenue</b>			
Coupon Book	\$435.60		
Colibri	\$211.54		
Treat Days	\$1,150.15		
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	
Silent Auction and Dinner with 50/50	\$3,469.21	\$267.50	
Spring Fling			
Donations	\$420.81		
Yearbook	\$735.07		
Interest Income			\$1.78
Coffee Fundraiser (Nezza)	\$32.82		
Hot Lunch	\$10,976.83		
Purdy's Chocolates	\$651.00		
<b>Expenses</b>			
Kinderfair Food			
Welcome Events (Kindergarten and BBQ)	\$583.71		
Terry Fox Run	\$152.88		
Teacher iPads			
Teacher/Admin/PAC Gifts	\$113.87		
Munch A Lunch			
Emergency Supplies - Water	\$28.47		
Classroom Supplies (Teacher Fund)	\$1,363.27		
Outdoor Supplies			
Office Supplies (Cheque Order)	\$174.69		
Christmas Concert	\$382.98		
Trophies/Medals			
Beach Day			
School Hikes			
CSOPA Production			
Field Trips		\$2,475.00	
Breakfast Program	\$17.60		
Grade 5 Lunch			
PAC Kitchen	\$131.03		
Pancake Breakfast	\$112.15		
Cross Country/Sports Day			
Flip Give Balance - \$175.16			
<b>Net Increase/(Decrease) in Funds</b>	<b>\$16,403.47</b>	<b>\$2,243.21</b>	<b>\$1.78</b>
<b>Bank Balance - April 6, 2023</b>	<b>\$25,143.96</b>	<b>\$2,328.14</b>	<b>\$218.99</b>

CULTUS LAKE COMMUNITY SCHOOL

# DISTRICT PARENT ADVISORY COUNCIL (PAC) REPORT

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18 April 2023

## February 2023 in Review

- Agenda Package for February 23 DPAC General Meeting
- As noted in the last DPAC Report, United Way British Columbia provides funding to non-profit organizations in the following areas: children and youth, food security, healthy aging, urgent response and more. You can access more information here - [United Way British Columbia Grants \(uwbc.ca\)](https://uwbc.ca). For questions about any of these grants, please contact: Yves Trudel at yvest@uwbc.ca to see if you have a project that may qualify at your school. **NOTE: I found that all grant deadlines were between September 2022 - April 3, 2023, except one that is only for seniors.**

## March 2023 in Review

- Emergency Preparedness Committee meeting on March 6

## April 2023 In Review

- Kim Barthel online Monday, April 24 at 7pm.  
Kim will be presenting on [Conscious Parenting: Understanding Yourself Supports Your Child's Wellbeing](#). This is an introductory workshop for parents and caregivers to understand how their state of mind impacts the emotional and functional well-being of the children they care for.
- Chilliwack DPAC is can send *up to 6 parents* to the BCCPAC Parent Education Conference and AGM May 5-7. **NOTE: I checked and there is still space for 1-2 parents to go as of April 16.** The conference is packed full of exciting speakers on May 5 with the BCCPAC AGM to follow on May 6-7. More information about the conference and AGM can be [found HERE](#).
  - The conference, AGM and accommodation costs would be covered by DPAC based on double occupancy and if booked by Thursday, April 13, on a first come first serve basis. (Late applicants will be considered) Parents may take this opportunity if they are interested in just the conference OR just the AGM OR both!
  - If parents choose to stay for the AGM they can represent their member PAC's voting rights on a provincial level, directing the work of BCCPAC.
  - You do not have to be a PAC Executive or a DPAC Rep to take this opportunity so please circulate this to your parents asap.
- Newsletter
- April 27th General Meeting at 7pm

Report provided by DPA  
C Representative Sher Grater on April 16, 2023



## PAC Principal's Report April 2023

### **Updates from last meeting:**

Outdoor learning structure  
Coffee Hang outs  
Affordability fund  
Staff Appreciation Lunch  
Grade 5 Celebration

### **School Growth Plan - Transitions**

#### **Early Learning:**

Ready, Set, Learn  
PALS  
Kinderfair

#### **Grade 5:**

#### **MSMS Information:**

- **April 6** –MSMS PVP and Counsellor came to visit CLCS for a Q & A session. During the visits, Grade 5 students will be given instructions for elective selection
- **April 19** – Parent Info Session at MSM from 6 to 7 pm

**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

### **Indigenous Education**

Thewelhem update  
Doll project

### **School Wide Activities**

-Read-a-thon & Wake Up Hair Day – April 21  
-Volunteer Tea – April 27  
-Spring Fling – May 12  
-Green team – picnic tables

### **Next Year**

Portable Plan  
Early Learning  
    Long Term & Short Term Plans  
Kid Zone  
Strong Start