

CULTUS LAKE COMMUNITY SCHOOL

# PARENT ADVISORY COUNCIL (PAC)

## MINUTES

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24 MAY 2023 / 6:00 PM / CULTUS LAKE COMMUNITY SCHOOL LIBRARY

Attendance:

Sher G (online), Jen H, Jules H, Ryan L, Kate F, Leslie W, Chrysta H, Lisa W

WELCOME - CALL TO ORDER

6:13pm Motion Kate Second Ryan

HOUSE KEEPING/INTRODUCTIONS

APPROVAL OF AGENDA

Motion Ryan Second Jen

APPROVAL OF PREVIOUS MINUTES (General Meeting April 18, 2023 )

Motion Ryan Second Jen

APPROVAL OF ALL POSTED REPORTS (TREASURER & BUDGET)

Motion Ryan Second Jules

OLD BUSINESS

CLCSA MATCH SPORTS EQUIPMENT FUND - Already being done, PAC doesn't need to get involved.

NEW BUSINESS

VOTE (EXTRA HOT LUNCH FUNDS \$300 PER DIVISION)

Motion Ryan Second Jen

VOTE 6 Yes 0 Abstain

PRINCIPALS MESSAGE (ATTACHED)

TREASURER'S REPORT (ATTACHED)

BUDGET REPORT (ATTACHED)

FUNDRAISER REPORT N/A

CLCSA REPORT N/A

DPAC REPORT

- Follow up on Affordability Funds and not knowing 100% if District will role over or not, mixed messages. Discussion point: to cash ours out as gift cards to support the families over the summer. Sher G to bring more information when DPAC knows more.
- Competency based IEP's (Inclusive Education Plans) are rolling out in SD33, with many schools not yet having addressed them. Discussion Point: Lisa W shared with the PAC everything in which Cultus Lake Community School has already and continues to do. Sher G noting that it sounds like our school is one of the few that is adopting and supporting these so quickly.

YEARBOOK UPDATE N/A

KINDERFAIR DISCUSSION

PAC won't attend this year or fund snacks. Rather information will be included in the Kinderfair take home package. CH and KF to work on a document, JH to include Mable's Labels info

NOMINATIONS FOR EXECUTIVE

President: Current Nomination: Kate Fitzner

Vice President: Current Nomination: Ryan Lees

Treasurer: Current Nomination: Jen Holm

Secretary: VACANT

District PAC Representative x 2:

Current Nomination #1: Sher Grater

Current Nomination #2: VACANT

Cultus Lake Community School Association Representative: VACANT

Member At Large x 3 Current Nominations: Chrysta Huntley, Leslie Weiher & Carrie Lamb

Committees

**Fundraising Committee:**

**Lead: Christy Ovens**

**Committee Member 1,2,3: VACANT**

**Event Committee:**

**Lead: VACANT**

**Committee Member 1,2,3,4,5: VACANT**

**Hot Lunch Committee:**

**Lead: Kate Fitzner**

**Committee Member 1,2,3**

**Yearbook Committee:**

**Lead: VACANT**

**Committee Member 1,2: VACANT**

**Enrichment Committee:**

**Lead: VACANT**

**Committee Member 1,2: VACANT**

**Discussion Point: Ensure that new families (Kindergarten families) are made aware of AGM and Executive Nominations before the AGM in June. KF to send info to share to LW**

## **OPEN DISCUSSION**

**2023/24 Calendar Draft: Suggestion from KF to go ahead using the same structure we used last year.**

**Discussion around September through December being a mad dash to get on track, suggestion to host first Executive Meeting in late August to September starts off smoothly. Discussion point: Why the rotating or meeting dates Tues, Wed, Thurs? Was implemented to ensure if families have standing commitment on a night they are not left out for whole year. Comment from a PAC member that it's hard to remember when the dates jump around. Comment from CH: Having the option to join via zoom makes it accessible even if you are out and unable to physically attend.**

## **ADJOURNMENT**

**Motion Ryan 7:39 Second Jen H**

**NEXT MEETING IS JUNE 20 AGM, 2023**



## PAC Principal's Report May 2023

### **School Growth Plan - Literacy**

#### **Early Learning Collaboration Teacher**

We will have a district early literacy collaboration teacher with us for half the year in 2023-24.

#### **Staffing Update:**

-Mrs. Vanderveen will be on Maternity Leave as of May 29<sup>th</sup>. Mr. Vanderhelm will be taking over the class full time

-Mrs. Vanderhelm has been hired as a primary teacher for next year

#### **Indigenous Education**

-Jewelhem Installation - May 29

-Talking Sticks – all classes in May/June

#### **School Wide Activities**

-Aloha Day – May 26

-School Wide Hike – May 30

-Assessment and Evaluation Day – no school – June 2

-School Wide Hike – June 6

-Staff Appreciation Lunch – June 7

-Waterslides – June 9

-Talent Show – June 13

-Kinderfair – June 14

-Grade 5s visit MSMS – June 15

-Sports Day – June 16

-Indigenous Peoples Day (June 21) Celebration at Soowahlie – June 19

-SD 33 District Track Meet – June 22

-Beach Day – June 27

-Grade 5 Celebration – June 28

-Grade 5 Assembly – June 29

-Early Dismissal – 10:59 – Last Day of School – June 29

CULTUS LAKE COMMUNITY SCHOOL

# DISTRICT PARENT ADVISORY COUNCIL (PAC) REPORT

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24 May 2023

## May 2023 in Review

- DPAC April General Meeting Minutes emailed. Some items to note:
  - Discussed PAC role as advocacy not fundraising. An operating norms document is expected by September 2023.
  - Food Affordability program happening next year, BCCPAC wants this distinction. This year's Affordability Fun is not confirmed to carry over. Even if carried over, there may be new rules or less funds. PAC should be informed by the Principal how much \$ is left. DPAC recommends spending all funds this year, including; gift cards, supplies, and field trips. Some schools will give families \$500-1K gift cards to help with food security during Summer. Only \$400K has been spent of the 1.5M as of February. We can even request more funds if needed.
  - Principals need to review IEPs by May/June. Typically previous years IEP continues through September, then updated October/November, new IEP starts in December.
  - FYI there was a directive from Action4Canada to “infiltrate PACs” in March. This is a group that is very upset about certain learning resources and SOGI in our schools. Be sure to verify people are students' parents/guardians.
- DPAC Year End Report sent by email
- [DPAC Executive Nomination Form](#) sent by email
- DPAC AGM Meeting May 25 at 7pm, hybrid (optional online or in-person). Agenda sent by email.

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

	<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	\$1,708.82		
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	\$2,140.21	\$267.50	
Spring Fling w/ Raffle Draw	\$1,440.40	\$1,036.00	
Spring Plant Sale	\$343.51		
Donations	\$420.81		
Yearbook	\$1,626.29		
Interest Income			\$2.03
Coffee Fundraiser (Nezza)	\$32.82		
Hot Lunch	\$9,666.44		
Purdy's Chocolates	\$835.94		
<b>Expenses</b>			
Kinderfair Food			
Welcome Events (Kindergarten and BBQ)	\$152.88		
Terry Fox Run			
Readathon	\$69.21		
Teacher/Admin/PAC Gifts	\$113.87		
Munch A Lunch			
Emergency Supplies - Water	\$28.47		
Classroom Supplies (Teacher Fund)	\$863.45		
Outdoor Supplies			
Office Supplies (Cheque Order)	\$269.64		
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		
Meeting Childcare	\$45.00		
Pancake Breakfast	\$112.15		
Cross Country/Sports Day	\$94.32		
Flip Give Balance - \$188.16			
<b>Net Increase/(Decrease) in Funds</b>	<b>\$17,962.87</b>	<b>\$3,279.21</b>	<b>\$2.03</b>
<b>Bank Balance - May 23, 2023</b>	<b>\$26,703.36</b>	<b>\$3,364.14</b>	<b>\$219.24</b>

### DRAFT Budget 2022/23

INCOME	Budgeted	Actual	Variance	Comments
Gaming Grant	\$ 4,000.00	\$3,680.00	(\$320.00)	
Donations	\$ 500.00	\$420.81	(\$79.19)	
Hot Lunch/Concession	\$ 5,000.00	\$9,666.44	\$4,666.44	
Treat Days	\$ -	\$1,708.82	\$1,708.82	
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	\$32.82	(\$167.18)	
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	\$2,407.71	\$907.71	
Sinamon Bun Fundraiser	\$ 300.00		(\$300.00)	
Purdy's Easter	\$ 800.00	\$184.94	(\$615.06)	
Westcoast Seeds		\$407.00	\$407.00	
Spring Plant Sale	\$ 200.00	\$343.51	\$143.51	
Gift Card Fundraiser	\$ 100.00	\$0.00	(\$100.00)	
Spring Book Fair	\$ 300.00		(\$300.00)	
Spring Fair	\$ 500.00	\$2,476.40	\$1,976.40	
Flip Give	\$ 300.00	\$188.16	(\$111.84)	
AG in the class Harvest Box	\$ 300.00	\$262.00	(\$38.00)	
Cultus Swag	\$ 100.00	\$0.00	(\$100.00)	
	<b>\$ 17,500.00</b>	<b>\$24,826.19</b>	<b>\$7,326.19</b>	
EXPENSE	Budgeted	Actual	Variance	Comments
Terry Fox Run	\$ 250.00	\$152.88	\$ 97.12	Juice Boxes, Snacks
Kitchen/Hot Lunch	\$ 500.00	\$131.03	\$ 368.97	Kitchen utensils, toaster, munch a lunch fees
Hot Lunch/Treat Day/Concession			\$ -	
Operating Costs	\$ 300.00	\$269.64	\$ 30.36	Supplies, Cheques, Small Purchases, Square Reader
Pancake Breakfast	\$ 400.00	\$112.15	\$ 287.85	Pancakes, Sausages, Juice, Serving Ware - CLSA donated
Teachers Fund	\$ 3,250.00	\$863.45	\$ 2,386.55	\$250 per division
Ice Skating				
Projector Replacement	\$ 6,000.00		\$ 6,000.00	Should be installed by end of June
Field Trips (School-wide)	\$ 3,500.00	\$2,475.00	\$ 1,025.00	Buses/Attendance Costs (2 trips)
Sports Day	\$ 300.00		\$ 300.00	supplies, juice, fruit
Grade 5 Lunch	\$ 450.00		\$ 450.00	Food
Welcome BBQ & Kindergarten Coffee	\$ 583.71	\$583.71	\$ -	Balance Moved to Projector
Beach Day	\$ 800.00		\$ 800.00	Lifeguards, pizza, juice
Yearbook	\$ 100.00	\$1,626.29	\$ (1,526.29)	Purchasing extras
Literacy Supports	\$ 800.00	\$0.00	\$ 800.00	School wide book purchase
Concert Costumes/Headsets		\$382.98		
Halloween Event	\$ 200.00	\$177.14	\$ 22.86	Pumpkins and supplies
School Gardens (inc greenhouse)	\$ -		\$ -	Covering Projector
Teacher Appreciation	\$ 900.00	\$113.87	\$ 786.13	Lunch/Coffee/Treats in breakroom 3 times per year
Childcare for Meetings	\$ 90.00	\$45.00	\$ 45.00	Childcare for PAC meetings
BCCPAC Fee's	\$ -		\$ -	Covering Projector
<b>Total Expenses</b>	<b>\$ 18,423.71</b>	<b>\$6,933.14</b>	<b>\$11,873.55</b>	
2022/23 Summary				
Opening Bank Balance	\$ 9,024.87			