

Cultus Lake Community School
Executive PAC Meeting Minutes
September 2023

Date: September 6, 2023

In Attendance

Kate F, Ryan L, Marisa T, Sher G, Jen H, Leslie W

Absent

Chrysta H

1. Call to Order at 7:43 PM

- Motion: Ryan
- Seconded: Leslie

2. Committees

- Kate will make sub slack for each committee
- Kate will send out email communication regarding committees

3. PAC Events and Fundraisers

- Mabels Labels fundraiser ends Sept. 30
- We will keep the gym open for kids during PAC meetings when available
- We will send out a communication to parents about fundraising/volunteering with an emphasis on more quality events/less treats
 - Marisa will create first draft of this
- Cultus Lake Marathon on Sept. 17 – We volunteer and receive a donation to PAC
- Welcome BBQ
 - \$600 Budget
 - Pizza party or possibly coffee/tea/snacks - Jen and Kate will speak to Lisa
- Spirit Wear
 - Jen will organize with Sam to do spirit wear for this year
 - We will look at a new color for this year (possibly green) and new animals (possibly wolf and beaver)
- Current Planned Fundraisers for 2023
 - Halloween Concession
 - Neufeld's Orders
 - Purdy's Orders (Christmas)
 - Christmas Raffle
- Jen will look into organizing a parents coffee sampling meet-up

4. PAC Executive Members Duties/Tasks

- Hot lunch needs 4 people to commit to leading once a month
- Jen will add the draft budget to Slack for review before Sept PAC meeting
- Leslie will manage the Facebook page – repost monthly info for parents
 - Jen will give Leslie access to PAC FB page
- Ryan will reach out to Sheena who is leading the Enrichment Committee

- Sheena will bring forward a vision/ideas for committee
- PAC Calendar
 - Kate will send calendars to Marisa
 - Marisa will amalgamate PAC/School calendars into one page to send to parents
 - Sher is creating a monthly PAC calendar template – Marisa and Sher collaborate
 - Ryan suggests sponsorships for calendar / promo codes for businesses
 - We will add a strip on the side for school programs – will connect with Melissa
- Kate will collaborate with Lisa to send out a welcome email
- Kate will send Code of Conduct to Marisa and Leslie to sign
- Kate will add Ryan, Marisa, and Leslie to the Slack Executive Chat
- Kate will add minutes from the June AGM meeting to Slack
- Ryan will post the next PAC Meeting info into Slack
 - Next PAC Meeting: Sept. 26 at 6 PM in the school library

5. Additional Notes

- Next PAC Meeting: Sept. 26 at 6 PM in the school library
- Stolo gift shop has orange shirts
- We have grandparents of children also willing to volunteer their time, Cricut, etc.
- Next Executive Meeting is in January 2024

6. Motion to Adjourn

- Motion: Kate
- Seconded: Ryan