

CULTUS LAKE COMMUNITY SCHOOL
PARENT ADVISORY COUNCIL (PAC) AGENDA

13 NOVEMBER 2024 / 6:00 PM

CULTUS LAKE COMMUNITY SCHOOL LIBRARY

- Welcome/Call to Order 6:02 pm 1st Ryan L. 2nd Courtney D.
Attendance: Kate F., Ryan L., Jessica S., Courtney D., Lisa W., Jenelle B., Amanda D., Jessica, Tia G., Marisa T., Chrysta H., Sher G., Danika S.
- House Keeping/Introductions
- Approval of Agenda 1st Ryan L 2nd Courtney D.
- Approval of previous minutes dated October 8, 2024
1st Courtney D. 2nd Jenelle B.
- New Business
 - a. Vote to move \$5,000 held funds from 2023/24 towards library needs.
1st Ryan L. 2nd Amanda D.
Vote Y- 12 N- 0
Will send out a proxy vote and notification via email.
 - b. Principals Report (see attachment)
 - c. CLCSA Report (and Grant Application Update)
 - Waiting to hear back from Melissa G. if she needs anything from us or vice-versa.
 - Grant should know around November 15th.
 - Chilliwack Foundation Grant apply – Jessica will post information in Slack.
 - d. DPAC Report
 - October 24 – Family Smart Speaker – brochure passed around meeting.
 - AC units for portables installed.
 - School district reconfiguration in process to accommodate students.
 - DPAC logo redesign happening.
 - Busing still problematic around the district
 -
 - e. Treasurer Report (see attachment)
 - Question about two donation line items and difference between them?
 - “In Lieu donations” of fundraising donations
 - “Donations” line covers Triathlon.
 - f. Yearbook Update (see attachment)
 - g. Fundraiser Updates (Purdy’s & Christmas Store)
 - December 13th Christmas Store
 - Purdys Catalogues should come home soon.

- h. Fundraiser Discussion (follow up from Slack)
 - We have cut back on fundraising to be mindful of community needs.
 - Community Fundraiser - food truck festival idea with vendors (Danika S.)
 - Kate F. can support Danika with fundraiser development and schedule a committee meeting and post it in Slack.
- i. Event Update (Halloween)
 - Marisa will help share thoughts and notes to make, things clear and concise for future organizers.
- j. Event Discussion (next: Holiday Concert Concession & Raffle and Santa Breakfast)
 - Is a concession an option to help with holiday concert?
 - Parking priority/VIP spots to raffle and front row seats.
 - Raffle – Danika can help collect items to raffle, we have a list and a letter to guide collecting donations.
 - We will be mindful of how much we collect and save some stuff for later events if necessary.
 - Need to pull licenses for raffling off basket.
 - Santa Breakfast – Grinch Costume – Signup sheet for volunteers – pancakes and fruit
 - Will need to contact the fire fighters and get flat top – December 20th.
- k. Addition of event (Matilda)
 - not feasible because of busing and Wild Robot is planned.
- l. Hot Lunch
 - Discussion about Food Safe
 - Waste and guidelines are a consideration.
 - Expensive items price kids out.
 - Fresh Food Cart we do not need the sides anymore – barrier free.
 - We will try to do cheese free choices when possible.
 - We have been dropping vendors who do not follow through.
 - Hot Lunch tradition and community sharing funds each week for many years.
 - Share historical data of prices and profits in Slack.

Meeting Adjourned at 8:04 pm

- 1st Courtney D. 2nd Kate F.

Next Meeting February 11, 2025 @ 6pm



PAC Principal's Report **November 2024**

Staffing

1. New EAs – Permanent: Maria Niznik, Christina Spielman
2. Temporary: Kamali Gnanasena
3. Ms. Timms will be back December 1st

Swilcha Update

1. New logo (see above) – Jay Roberts
2. Matrix updated – Drafting in Progress

Events

1. Remembrance Day Assembly – Nov 7 @ 10:30
2. Professional Day – Nov 8
3. Remembrance Day – Nov 11 (no school)
4. School Wide Hike – Nov 22
5. Deck the Halls – Nov 29
6. Christmas Store – Dec 13

CLPB

1. Parking
2. Angel Tree

School Wide Field Trips

1. Hike #1 (Vedder Mtn Trails) – November 22
2. Wild Robot – January or February
3. Skating - January

**Cultus Lake Community School Parent Advisory Council
Treasurer's Report July 1, 2024 - November 11, 2024**

	General	Gaming	Breakfast	All Accounts
Bank Balance - July 1, 2024	\$20,588.52	\$34.24	\$222.79	\$20,845.55
Revenue				
Coupon Book	\$1,034.50			
Colibri	\$141.00			
Mabel's Labels	\$23.43			
In Lieu of Fundraiser Donations	\$1,893.04			
Popcorn/Treat Days/Cross-Country Concession				
Halloween Event	\$761.19			
Natasha's Pies				
Neufeld Farms				
Pointsettas				
Spirit Wear T-Shirts				
Windward Lavendar				
Christmas Concert Raffle				
River Valley Soap				
Government Grant	\$100.00	\$3,580.00		
Silent Auction and Dinner with 50/50				
Spring Fling w/ Raffle Draw				
Spring Plant Sale				
Grade 5 Lunch Donations				
Donations	\$500.00			
West Coast Seeds				
Yearbook				
Interest Income			\$0.75	
Purdy's Chocolates				
Hot Lunch	\$5,699.77			
Flip Give				
Expenses				
Kinderfair Food				
Welcome Events (Kindergarten and BBQ)	\$392.74			
Terry Fox Run				
Halloween Event	\$627.78			
Coupon Book	\$517.50			
Readathon				
Teacher/Admin/PAC Gifts				
Hot Lunch	\$2,636.82			
Emergency Supplies - Water				
Classroom Supplies (Teacher Fund)				
Sports Day				
Bank Charges	\$108.57			
Christmas Concert				
Trophies/Medals				
Beach Day				
School Hikes				
A/V System Replacement				
Field Trips		\$2,913.00		
Breakfast Program				
Grade 5 Lunch				
PAC Kitchen	\$66.60			
Meeting Childcare				
Pancake Breakfast				
Cross Country				
Net Increase/(Decrease) in Funds	\$5,802.92	\$667.00	\$0.75	\$6,470.67
Bank Balance - November 11, 2024	\$26,391.44	\$701.24	\$223.54	\$27,316.22
Uncleared cheques				
Chq 001 Cultus Lake Community School		\$ 575.00		
Chq 004 Fantasy Farms Inc.		\$ 2,338.00		

Budget 2024/25

INCOME	Budgeted	Actual	Variance	Comments
Gaming Grant and SD33 Grant	\$ 3,700.00	\$3,680.00	(\$20.00)	\$20 per student + \$100 from School District
Donations	\$ 1,000.00	\$2,393.04	\$1,393.04	
Hot Lunch	\$ 3,500.00	\$5,699.77	\$2,199.77	
Popcorn Days/Concessions	\$ 650.00		(\$650.00)	
Halloween Event		\$761.19		
Purdy's Holiday (Christmas and Easter)	\$ 900.00		(\$900.00)	
Christmas Raffle	\$ 500.00		(\$500.00)	
River Valley Soap	\$ 100.00		(\$100.00)	
Fall Dinner/Canapes/Pub Night	\$ 1,500.00		(\$1,500.00)	
Colibri	\$ 200.00	\$164.43	(\$35.57)	Rotate w/ Mabel's Labels
Flip Give	\$ 200.00		(\$200.00)	Reactivate in September 2024
Coupon Book		\$1,034.50	\$1,034.50	
	\$ 12,250.00	\$13,732.93	\$1,482.93	
EXPENSE	Budgeted	Actual	Variance	Comments
Promised in 2023/2024	\$ 10,000.00		\$10,000.00	Technology and Outdoor Space
Welcome BBQ	\$ 600.00	392.74	\$ 207.26	Refreshments & supplies (288 meals served 2023)
PAC Kitchen Supplies	\$ 340.00	\$66.60	\$ 273.40	Kitchen utensils, toaster, munch a lunch fees
Hot Lunch		\$2,636.82		Cost of hot lunch sold
Operating Costs	\$ 200.00		\$ 200.00	Supplies, Cheques, Small Purchases, Square Reader
Pancake Breakfast	\$ 100.00		\$ 100.00	See note in treasurer's report - Donations covered
Guest Speaker Series	\$ 2,000.00		\$ 2,000.00	3-Part Series (Mental Health/Self-Regulation)
Classroom Fund	\$ 2,400.00		\$ 2,400.00	\$200 per division (10), gym & resource room
One School One Book	\$ 1,100.00		\$ 1,100.00	Requested 1 Year in Advance
Field Trips (School-wide)	\$ 6,700.00	\$2,913.00	\$ 3,787.00	Buses/Attendance Costs
Sports Day	\$ 300.00		\$ 300.00	supplies, juice, fruit
Beach Day	\$ 400.00		\$ 400.00	Lifeguards
Waterslides Inclusion	\$ 1,000.00		\$ 1,000.00	Support Kindergarten Parent Attendance
Coupon Book		\$517.50		
Grade 5 Year End Event	\$ 300.00		\$ 300.00	
Halloween Event Supplies	\$ 200.00	\$139.02	\$ 60.98	Pumpkins, decorations and supplies
Concession Supplies		\$488.76		Food and drinks to be sold
Total Expenses	\$ 25,640.00	\$7,154.44	\$22,128.64	

2024/25 Summary	
Opening Bank Balance	\$ 20,845.55
Income	\$ 12,250.00
Expense	\$ 25,640.00
Carry Forward	\$ 7,455.55

PAC YEARBOOK REPORT *for November 13th Meeting*

OCTOBER 18: Interest Meeting

- 18 students attended, reviewed roles/teams, and collected application forms.

NOVEMBER 4: Meeting Review

- Only a few students attended due to being lunch monitors or playing soccer.
- Gave the few students back their applications with the selected yearbook role/team.
- I talked to a few Design/Writer Team members to start thinking about how they want their yearbook to look, perhaps a theme like "Cedars" for the new mascot. One student suggested a Beach theme.
 - They liked the idea of students designing the cover, but they want to decide on whose wins.
 - I recommend having the cover art presented anonymously
- I left the remaining yearbook applications to show who is on what team (3 on students on the Writing Team, 7 students on Design Team, and 8 on the Photography Team).
- I left my Samsung DSLR at the school hoping it can be labeled in preparation for students to check it out.
 - None of the Photographers attended, so I need to train them at the next meeting on how to use the camera, and create a check out process so that once they pass the test they can start checking it out for use.
 - I only trained Margot on how to use the camera for use at the Remembrance Day assembly, so someone could take photos.

Yearbook meetings are as follows:

October 18. November 4, 18. December 2, 16. January 6, 20. February 3, 24. March 10, 31. April 14, 28. May 5, 26. June 9, 23.