

Cultus Lake Swilhcha Community School

Parent Advisory Council

GENERAL MEETING – MINUTES

Date: Tuesday, May 6, 2025 **Location:** CLSCS Library
Time: 6:00 PM **Chair:** Ryan Lees
Meeting Type: General PAC Meeting
(Regular — not the AGM)

Attendance: Ryan L, Tia G, Kate Y, Lisa W, Stephanie H, Steph M, Julie W, Courtney, Kevin K, Jessica B

Absent: Dana D, Leslie W, Sher G

Call to Order: 6:06pm Start Motion: Julie Second: Jess

Land Acknowledgement

Attendance, Introductions & Ice Breakers

Approval of Agenda Motion: Tia Second: Steph M

Approval of Last Minutes April 8th: Motion: Julie Second: Kate

Action Items: N/A

Reports

Principals: see attached

Treasurer: see attached and update

Inclusion Donation Update: switch of swing to a more affordable one to utilize our grant money by end of May. PAC to issue school district a cheque for funds in our possession so school can utilize.

Julie W submit grant to Chilliwack FDN for new climbing wall in gym.

Soowalie Report: Nothing to report. Excited for Salmon Ceremony

DPAC: Rohan reports for Facility Boundary and Enrollment for 410 responses. Reminder about project spending and fitting within gaming rules.

Dogwood Monarch Lions looking for projects to fund.

BCCPAC EA's in every K-3.

Presenter - May 21 @7pm

AGM - May 28th @6:30pm

Check DPAC website and Facebook pages for current updates.

Call for Nominations:

Bylaw requirement: nominations must open at the May meeting (Section 8.2). Positions open: Chair, Co-Chair, Treasurer, Secretary, DPAC Rep, CLCSA Rep, Members at Large, Soowahlie Rep. Formal written notice to all members must follow within 14 days of June 3 AGM.

Chair: Ryan

VP: Kate

Treasurer: Courtney

Secretary: Danika

CLCSA: Steph M

Soowahlie Rep: Kevin K

DPAC: _____

Member At Large: Julie W, Jessica B

Committee Lead: Hot Lunch - Danika

Committee Lead: Events/Fundraiser: _____

Yearbook Committee: _____

Check in with Leslie W and Dana D

Budget Discussion

Pre-circulated budget reviewed in detail. Members may ask questions. Note: formal approval vote occurs at the AGM (June 3) per Bylaws Section 5.2 and 15.2 — tonight is for review and Q&A only.

Notable changes

- Hot lunch will be reduced greatly, the new aim is once per month and income will substantially be less. \$8000 previous years, less than \$5000 this year, next year \$3000

Income Comments:

Julie: Adding Spring Fling to budget \$2000 profit

Kate: Welcome BBQ costing suggestion being split by school, or donations from the community.

Julie: Adding a bottle drive \$500

Attendance Comments:

Lisa, Kate, Tia, Ryan: Consideration to using the Gaming Grant more meaningful uses that the school needs and transferring the costs of field trips 100% to parents. Example free goes to \$25 for pumpkin patch. PAC would only fund those in need for inclusion.

Not Funded Comments:

Sports Day: Moving to requesting donation

Classroom Funds for Teachers: \$2600 can no longer afford. Teachers can individually ask or group together to ask for funds for larger needs.

One School One Book: Look into Lions grant. Send a letter request to parents to contribute to cost.

General & Administrative Comments:

No comments

Year-End Checklist — What Needs to Close Before June 3?

Review open items: outstanding invoices, hot lunch reconciliation (Munch), Gaming Grant status, gaming license reporting, event wrap-ups. Confirm exec availability for AGM.

Munch cost \$370 for platform

Gaming Grant Courtney needs to apply for it coming up: April 1 open, closes June 30

Fundraising and Upcoming Events

Spring Fling Update:

Very short volunteers, an email going out tomorrow for Leann to send to families.

Admin Update: Ticket sellers, 50/50 and concession is sorted for volunteers, very very slim.

Cake Walk: 30 cakes donated and Safeway and Superstore gift cards. No volunteers

Carnival Games: Supplies have been ordered and games are in good order. Potential extra game. Prizes will be little this year and gift cards for EB Games. No volunteers yet

Photos: Julie has ability to snap photos and take pictures and give prints instantly

Raffle Items: Items received Yarrow theme, beef box, The Eddy, Chiefs tickets, Platos + Once Upon A Child, CLCSA summer camp, \$140 cash donated maybe used for Waterslides or Adventure Park

Yearbook Update: Tia - Prepared as we can be, needing more time to get photos in. Fleita K potentially interested in taking over for next year

Fundraiser Roundtable:

Chilliwack Chiefs discount discussion coming along Ryan to update when more is known

Ryan presented a platform to order school swag has monthly cost so we'd need to decide when to run it.

New Business:

Whatapp Group needs to be looked at, looks like setting is public

Confirmation of Next Meeting AGM - June 3rd, 2026

Adjournment @ 8:01pm Motion: Ryan Second: Julie

Attachments on next page:

Attachments:



PAC Principal's Report May 2026



Literacy

Summer Reading Club at FVRL – info sent home May 1

Well-Being

Indigenous Education

Red Dress Day walk in the community was this afternoon

School and Family Circle of Support Meetings – new approach to School Based Team and Inclusive Education Plan meetings – brochure of information

Staffing

Mrs. Hans is on leave – Mr. Debor is replacing her

Ms. MacLeod is on leave – Ms. Fournier is replacing her

New EA for the remainder of the year – Mr. Eriksson

Transitions

Grade 5 Celebration – Recognition gathering in the gym at 10:30; celebration and lunch at Lakeside Beach Club at 12:00. Thank you to Chris and Christy Ovens for hosting us and donating the food for the kiddos!

Grants

Inclusive Swing – less expensive option put forward to Variety BC - we are awaiting their approval

Climbing Wall for gym – we have got the quote from our maintenance department for installation – just awaiting grant approval from Chilliwack Society

May Events

1. May 5 – Red Dress Day – walk in the community
2. May 6 – CLCSA AGM
3. May 7 – Cultus Cross Country Run
4. May 8 – First Salmon Ceremony at Soowahlie for students and staff
5. May 12 – Spring Fling
6. May 14 – Moose Hide Day
7. May 15 – Pro-D Day
8. May 18 – Victoria Day (statutory holiday)
9. May 21 – Class/Group photos
10. May 22 – Yearbook orders due
11. May 22 – Class Placement Request forms due
12. May 29 – Pro-D Day

Cultus Lake Community School PAC

Treasurer's Report

2025-2026

Updated May 4, 2026

REVENUE	Actual	Budget	Difference	Notes
Sales Revenue				
Christmas Concert	116.28	200.00	\$83.72	VIP Parking & Seating
Concession		500.00	\$500.00	Cross Country
Coupon Book	1,186.20	800.00	-\$386.20	
Donations	680.00	600.00	-\$80.00	Triathlon Volunteer Honorarium, Kanu Bites & Bevy
Government Grants	3,660.00	3,600.00	-\$60.00	\$20 per student + \$100 from School District
Halloween Event	734.39	700.00	-\$34.39	Profit of \$359.86
Hot Lunch	13,377.75	15,300.00	\$1,922.25	Includes treat day and popcorn day
In Lieu of Fundraiser Donations	1,183.01	2,500.00	\$1,316.99	Parent/Guardian Donations
Movie Night		350.00	\$350.00	Movie Night Concession
Pancakes & Santa	470.00			
Playground Updates	12,788.20			
Popcorn Fundraiser		500.00	\$500.00	
Pub Night/Raffle Fundraiser		500.00	\$500.00	
Purdy's Fundraiser	474.86	700.00	\$225.14	
Santa Shop Donations	189.44			
Spring Fling	174.33			Ticket Sales
Yearbook	90.00	2,000.00	\$1,910.00	Additional sales from last year's Yearbook
Net Sales		28,250.00	\$28,250.00	
Other Revenue				
Interest Revenue	0.71			
Total Other Revenue				
TOTAL REVENUE	35,125.17	28,250.00	-\$6,875.17	
EXPENSE				
Cost of Goods Sold				
Beach Day		900.00	900.00	Lifeguards and Pizza Inclusion
Classroom Fund	529.38	2,400.00	1,870.62	\$200/division (10), gym & resource room
Coupon Book	675.00	300.00	(375.00)	Cost of Fundraiser
Concession Supplies		225.00	225.00	
Field Trips	2,107.85	5,000.00	2,892.15	Bussing and attendance costs
Halloween Event Supplies	374.53	700.00	325.47	
Hot Lunch	12,061.12	10,000.00	(2,061.12)	Hot Lunch food costs
One School One Book	835.78	1,200.00	364.22	
PAC Kitchen Supplies	96.69	100.00	1.31	
Popcorn Fundraiser		125.00	125.00	
Santa Pancake Breakfast	206.84	100.00	(106.84)	
Santa Shop	290.33			
Sports Day		500.00	500.00	Supplies, Juice, Fruit
Teacher Appreciation		500.00	500.00	
Welcome Events	564.57	400.00	(164.57)	Welcome Back BBQ
Yearbook Expenses		2,000.00	2,000.00	
Total Cost of Goods Sold		24,450.00	24,450.00	
General & Administrative Expenses				
Bank Charges	104.52	100.00	(4.52)	
Total General & Admin. Expenses				

TOTAL EXPENSE	17,848.61	24,550.00	6,701.39
NET INCOME	17,276.56	3,700.00	-\$13,576.56

Current Assets

Undeposited Funds	0.00
Uncleared Cheques	-537.41
Petty Cash (save on gift card & Float)	722.00
Gaming Account 2368371	2,018.09
Chequing Account 2368363	30,058.68
Breakfast Program	<u>225.06</u>
Total Cash	32,486.44
Accounts Receivable	<u>0.00</u>
Total Receivable	0.00
Total Current Assets	<u>32,486.44</u>
 TOTAL ASSET	 <u><u>32,486.44</u></u>