

Crescent Park Elementary PAC June 2019 Monthly Meeting

Date: Monday, June 10 , 2019

Location: Library

Time: 7:00 to 9:00 pm

Attendees:

- Heather Seabrook (President)
- Ms. Colter (Principal)
- Kimberly Severson (Co-Treasurer & Acting Secretary)
- Carla Perrin (Co-Treasurer)
- Pam Robertson
- Emily Canavan (Vice-President)
- Laura Langton
- Connor Brodie
- Kathy Matty
- Jill Stevens
- Jackie Vuilleumier

Item:	Discussion:	Action/Follow-up:
Call to order	Meeting called to order at 7:00 by Heather Seabrook	
Approve minutes	Motion to approve May minutes raised by Kathy, Kimberly seconded, all in favor	
Principal's report	<p>Staffing Update...</p> <ul style="list-style-type: none"> • Rounds 1 and 2 are now complete and we welcome the following new staff members to Crescent Park: <ul style="list-style-type: none"> ○ Ms. Lana Fransen - Intermediate ○ Ms. Kiera Trainor - Intermediate ○ MACC (no qualified applicants) – moves to Round 3 • Additional changes to our staff will be published in the end of June newsletter <p>A Thank You to the PAC for...</p> <ul style="list-style-type: none"> • On behalf of the Crescent Park staff I would like to extend a heartfelt thank you to all parents for the delicious staff appreciation luncheon last Thursday, June 6th. We are very fortunate to work alongside a dedicated, hardworking group of parents and look forward to our final few weeks together. • A huge thank you to Emily Canavan and her amazing team for organizing a most incredible Fun Fair on June 1st. Huge smiles, shrieks of laughter and expressions of delight were seen and heard throughout the day, not just from our students but our parent community too! Many happy memories were made on this day and, on behalf our students and families, I extend a HUGE thank you! <p>Daycare Update...</p>	

Item:	Discussion:	Action/Follow-up:
	<p>A new daycare operator has been hired for the before & after school program commencing September 1st. Fay Mehrgani, owner of the Mannpark Montessori Group, was the successful applicant and will be proceeding forward with licensing over the next few weeks. Communications will also be sent to our parent community this week to enable parents to register for the upcoming year. A reminder that the daycare will move next year to the classroom across from the library.</p> <p>Enrolment & District Updates...</p> <ul style="list-style-type: none"> • Current enrolment at Crescent Park is 396 students. • Kindergarten registrations for September, 2019 are currently at 34. • New entitlements from the district for the 2019-2020 school year include: <ul style="list-style-type: none"> ○ 0.4 counsellor (no change) ○ 0.8 library (an increase from 0.7) ○ 1.8 LST (no change) ○ 0.45 music (no change) ○ 0.65 preparation time (increase from 0.5) ○ 0.2 band ○ 0.6 Child and Youth Care Worker (CYCW) <p>Last month at school...</p> <ul style="list-style-type: none"> • Students from K-7 participated in the Body Science Workshops with Saleema Noon. • Our final fire drill of the year took place on May 16th. No concerns or issues. • We welcomed our new students at the Welcome to Kindergarten on May 15th and hosted the Ready, Set, Learn for 3 & 4 year-olds with Ocean Cliff Elementary on May 8th at Alexandra House. Both were successful events although we would love to see greater participation with the RSL event next year. • Our grade 3-7 students participated in the two mini-meets and the District Track and Field meet on Monday, June 3rd. We achieved stellar results from our talented group of athletes with the Tykes (Gr. 3 & 4) and Bantams (Gr. 7) placing 2nd place overall and our team as a whole achieving 3rd place overall. • This month the grade 7 fundraising successfully completed their goal for camp. The camp budget for this year is as follows: <ul style="list-style-type: none"> ▪ Total cost of camp - \$18,010.50 (\$257.29 per student x 70) ▪ Payments provided per student @ \$200.00 = \$14,056.72 ▪ Total amount to fundraise - \$3,953.78 ▪ Fundraising to date: 	

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	<ul style="list-style-type: none"> • Poinsettia sales \$1,639.08 • Volleyball concession \$ 152.69 • Reindeer Dust \$ 89.20 • Bingo \$1,342.60 • Donation \$ 50.00 • Spring plant sales \$ 786.73 <ul style="list-style-type: none"> ▪ TOTAL FUNDRAISING \$ 4060.30 ▪ Surplus of \$106.52 to be spent on snacks for camp <p>This month at school...</p> <p>* Planning for Sports Day on June 14th continues. Events will be held in the morning at Crescent Park and students will return at 12:30pm for lunch and then enjoy class or grade level activities in the afternoon.</p> <p>* Grade 7 Leaving Ceremony – June 26th from 1:00-2:30pm:</p> <ul style="list-style-type: none"> * Prior to 1:00pm the grade 7’s will do a Grad Walk through the school so all students can be part of the event and see their big buddies, siblings etc. * Grade 7 band will perform * The event is for parents & relatives only. Siblings will stay in classes. <p>* End of Year assembly – June 27th from 9:00-10:15am. All parents are welcome to attend.</p> <ul style="list-style-type: none"> * Cheque presentation from TD Bank at 9:00am * Awards, congratulations & expressions of thanks * Kindergarten’s will perform * Year end slide show <p>Planning for next year...</p> <p>I have booked the following school-wide events for next year:</p> <ul style="list-style-type: none"> - Parkour with <u>Journey Parkour</u> for Nov. 25th to Dec. 6th, 2019 <ul style="list-style-type: none"> o \$4500 for a two-week program - In-Line Skating with <u>Alien Inline</u> for the first two weeks of Feb., 2020 <ul style="list-style-type: none"> o \$5628 for a two-week program <p>District policy states that we may no longer collect money from parents to support events that take place within the school and that are offered as part of the curriculum i.e. school-wide lessons. We can continue to collect for field study experiences that can’t be offered at school (i.e. Steveston Cannery, Vancouver Aquarium).</p> <p>Upcoming Dates: (also available on our school website) <u>Upcoming Dates...</u></p>	

Item:	Discussion:	Action/Follow-up:
	<p>Fri. June 14th Sports Day</p> <p>Tues. June 18th Hot lunch (change from Wed) MACC – new student initiation & registration</p> <p>Wed. 19th – 21st Grade 7's to camp</p> <p>Tues. June 25th Hot Lunch</p> <p>Wed. June 26th Gr 7 Leaving Ceremony, 1:00pm</p> <p>Thurs. June 27th End of Year assembly, 9:00am – all school</p>	
Treasurer's Report	Reports below	
Fun Fair	<p>Great job this year! Thanks to Emily who led this event for the first time, and also to Pam (food) and Valerie Wallace-Terry (prizes)</p> <p>Also huge thanks again to Choices Markets for feeding the morning volunteer crew and to RBC Ocean Park Branch for their \$1,000 donation towards the event & volunteer hours for 3 staff that attended.</p> <p>Pam noted that next year we should ensure that pizza slices are cut into 8 not 10 like this year as she felt the need to change pricing as a result of smaller slices.</p>	
Staff Appreciation Lunch	<p>Annual lunch to thank our teachers was held on June 6th. Teachers and staff expressed their appreciation for all the delicious food. Thanks to Pam for coordinating, and thanks to all to all the parents who contributed food and their time.</p> <p>Pam provided some feedback/suggestions for possible changes next year to scheduling of volunteers for the event as well as for sign-up of dishes. Suggestions were made to make the dishes more specific (e.g. Greek salad) and try to obtain more mains. Jackie and Pam ended up supplying a large amount of the mains as there were not enough from parent volunteers.</p> <p>Thank you to Thrifty's Market for providing a donation of many of the last-minute dishes that were purchased that morning!</p>	
Sports Day Snack	<p>Kathy to purchase enough apples for every student. Freezies will e bought as well (thanks Kathy!) Water will be supplied at the snack tent and students to bring their own water bottles.</p>	

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	<p>Emily and husband Clark volunteered to come to the school the afternoon of sports day to help with the distribution. Thank you!</p> <p>NOTE: at the time the meeting minutes were drafted it was determined that the freezies would not be frozen in time for Friday afternoon and they were handed out the following Monday.</p>	
PAC Kitchen Fridge	The new fridge has been purchased and will be delivered next week Tuesday.	
June Coffee & Chat	This has been canceled for June.	
Year End Thank You Gifts	Traditionally given to teachers/staff who are leaving our school. Kathy will once again organize this gift cards and cards to be written in	Kate to get list of teachers to Kathy
PAC executive 2019 - 2020	<p>Voted in to the PAC Executive for next year: Emily Canavan - President Kimberly Severson - Co-Treasurer</p> <p>Positions still vacant: Vice-President Co-Treasurer Two Co-Secretaries (position split between someone able to attend day meetings and someone attending evening meetings. Leslie Parker has let her name stand again for next year if a co-treasurer can be found. Leslie was not present for this meeting so her nomination was help open)</p>	If you're interested in joining the PAC Executive next year, please email contact@crescentparkpac.com
PAC Year End Summary	See below. Thanks to Melissa for putting together!	
PAC Volunteer Opportunities 2019-2020	<p>Besides being on the PAC Exec, there are lots of opportunities to volunteer for events throughout the year.</p> <p>We are especially looking for help with the following:</p> <ul style="list-style-type: none"> • Back to School/Meet the Teacher BBQ on Tuesday September 19 – Connor agreed to organize if no one else volunteers. • Movie Night on October 24 – Jackie has volunteered to organize and would love some volunteers to help 	If you are interested in taking on one of these roles, or helping support other leads, please email contact@crescentparkpac.com
Next Year PAC Planning	PAC Exec to ensure information is passed on to new Exec members for a smooth transition to the next school year.	

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2019-2020 PAC Budget Planning	<p>Conversation around where monies had been spent this year and what unspent monies could be carried forward into next year.</p> <p>Approx. \$2200 from this year's Fine Arts & Sports lines to be carried to next year. PAC would like to see an increase in funding for Fine Arts & Sports. Ms Colter noted that regulations stipulate that next year, the school can not request fees from parents for activities within the curriculum occurring in the school. We are currently looking at booking a Parkour experience, In-line Skating, and possibly a school-wide play.</p> <p>Concern was expressed over unspent field trip monies of \$4482 as of May 31st. PAC requested that teachers be encouraged to spend allocated funds on field trips for their students.</p> <p>The Emergency Preparedness Budget of \$900 was unspent this year and the PAC would like to add it to next year's \$900 for a total of \$1800 for 2019-2020. This is in line with previous years where a larger refresh of supplies tends to happen every two years.</p>	
Blood drive	Jill expressed heartfelt appreciation for the success of this event. Thanks to Connor for organizing!	
Traffic Management	Ms Colter has engaged the school in a traffic management program regarding the safety of our kids and community on the roads and parking lots around the school.	
Garden Beds	Pam is looking for some help with watering the plants on school grounds over the summer.	If you would like to help, please contact Pam at pamandalex@shaw.ca
iGuy/iGirl Workshops 2019-2020	Pam asked if PAC would like her to connect with the Saleema Noon organization to arrange to book these seminars for next Spring. PAC agreed best to get organized ASAP.	Pam to contact for scheduling and arrange dates with Kate.
Spring Fling 2020	<p>Connor updated PAC that she did not book the Crescent Beach Legion for the next Spring Fling event as she had committed in a previous meeting. It was determined and PAC agreed that the service received at the Legion last time it was held there did not warrant us returning.</p> <p>There is a support team in place however PAC is still looking for a lead for the Spring Fling 2020 event. This person is able to determine venue, date and other details.</p>	If you are interested in leading the Spring Fling event next year, please email contact@crescentparkpac.com

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Thank you to our outgoing President	<p>A Big Thankyou to Heather Seabrook, our outgoing PAC President. This is a big but rewarding role and the PAC couldn't run without someone taking on this role. Heather's contributions this year have been greatly appreciated. Jackie presented Heather with a thankyou card and gift.</p> <p>Heather also communicated her appreciate to her fellow PAC Executive Members and Mrs. Colter for their tremendous support and hard work this year. She is grateful for all she gained from this position this year and looks forward to supporting Emily as the past-president next year.</p>	
Adjourned	<p>Motion to adjourn at 9:00 Next meeting is Monday September 9th at 9am in the Library</p>	

Crescent Park Elementary Annual Summary: 2018-2019 School Year

In accordance to the CPPAC Constitution and Bylaws, the PAC secretary is to submit an annual summary of PAC activities and accomplishments at the annual general meeting in June.

Financial Status:

The Crescent Park PAC began the school year with approximately \$73,800 in reserves in September. It is estimated that PAC will end the year will approximately \$45,000 in the Gaming and General PAC accounts. The Gaming grant of \$20 per student, or \$8856 was received in October.

PAC Financial Support for School Programs – Funding Provided in 2018-2019.

At the annual budget meeting in October, PAC approved funds for the following school programs:

- AV equipment in the school gym complete with a SLR Camera for the school (approx. \$8500),
- Basketball hoop and picnic tables (\$19,000)
- Crescent Park Cougar jerseys for sports teams (\$3000)
- Discretionary funds for each classroom (\$250 each – total \$5500)
- Field trip funds (\$5865) for each student,
- Fine arts performances (\$1600): Social Inclusion speaker Michael Bortoletto, a play by Green Shoes Theatre Company on social anxiety, a cultural presentation, The Raven, by 3 Crows Production.
- Library funds (\$1800),
- PAC Kitchen Refrigerator (\$1,400),
- Sports programs (\$3600): School-wide yoga lessons for 2 weeks in the first term, school-wide fencing lessons for two weeks in the second term

PAC Community Events:

PAC hosted a welcome back tea and coffee on the first day of school as well as a New Families Event on September 17rd that were both very well attended. The Back to School Meet the Teacher Night and Family BBQ held on September 25th was also a success, strengthening the community feeling at the school.

Introduced this year was a monthly Coffee and Chat event held the 3rd Monday of almost every month. This community building event was intended to bring together Crescent Park families for a casual time that varied in theme each month and included presentations from various classes as well as a visit from the RCMP School Liaison Officer.

Our Spirit Wear apparel program continues to boost our school spirit and this year we showed our Cougar spirit by sporting new Crescent Park jerseys at track and field events and team sports games.

The PAC was thrilled to host a Social Media Awareness event on March 11th presented by the BCTF and intended to offer parents insight into trends in this space as well as tips for how to manage their kids' use of various platforms. Parent communities from other south surrey schools were also invited to attend.

Our third annual Santa Pancake Breakfast was delayed until March 15th due to a power outage at the school but even with the change of date this St. Patrick's Day themed event was thoroughly enjoyed by students, staff, and parents.

In support of a Crescent Park Family in need, a Blood Drive was organized by PAC Volunteers and held on Mother's Day, May 12th and the response from school families and the South Surrey community was phenomenal.

Our annual Fun Fair was held on June 1st and this community building event was a huge success and highly enjoyed by all that attended.

PAC Fundraising and Donations:

As in past years, PAC received funds from the following programs and events that are run from teams of dedicated volunteers. In addition, CPPAC received funds from the following grant programs and donations.

Hot Lunch – Hot lunch proceeds from this year are estimated to be around \$19,000 dollars.

Movie Night – our Hotel Transylvania 3 Movie Night held on November 2nd was a great school community event and raised approximately \$650.

Spring Fling – The dedicated team pulled off another great Spring Fling Event held this year at a new venue, the Ocean Park Pub, on April 25th. The ticket sales, family donations, 50/50 draw, and class baskets raised approximately \$9,500 dollars this year.

WestJet Raffle: Once again WestJet provided a generous donation of 2 tickets for a flight anywhere they fly. This year the WestJet raffle was held later in the year and the draw took place on June 21st.

Corporate Donations – The PAC was thrilled and very appreciative to receive donations from the following supporters this year: Choices Markets, Esquires Coffee, RBC Ocean Park Branch, Safeway Ocean Park, TD Canada Trust Ocean Park Branch, and Thrifty's Market.

Additional PAC Supported Programs and Events:

Christmas Hampers: This year our school held a gently used clothes drive for our sister school, Riverdale Elementary, as well as our yearly new toy and gift drive. The outpouring of support was tremendous, and the donations were graciously received.

Scholarships: PAC provided two \$500 scholarships to Crescent Park Alumni graduating from Elgin Park Secondary and a single \$500 scholarship to Alumni at Earl Marriott in the French Program.

Grade 7: As is tradition, PAC supported the year-end festivities of the Grade 7 graduating class with a \$300 donation towards their event.

Staff Appreciation Lunch: parents sponsored a Staff Appreciation Lunch on Thursday, June 6th. The staff were sincerely touched by the efforts made by parents to give them a special home-made, sit-down lunch.

Sports Day: Sports Day was held on June 14th at Crescent Park and once again PAC provided a water station and snack for the Sports Day recess break. This year PAC also provided an afternoon treat for the students back at the school.

Hot Topics:

This year we had several recurring issues & themes that were discussed at most or all meetings:

- 1. School Community Engagement & Volunteers** – PAC would love to see new parents come out to participate in PAC activities as it continues to be a small group of families that are engaged and involved. Several techniques and tactics to increase awareness of PAC events and programs were used this year including PAC Executive visits to Primary Grade Noisy Reading mornings, and student handouts on PAC programs and events. The existing website and weekly newsletter were continued to be supplemented by an increased use of the PAC Facebook page.

2. Parking Lot and Road Safety

Parking and road safety in all areas surrounding the schools continued to be an area of concern this year. Additional police presence and monitoring of the staff parking lot and entry area has resulted in some improvements, but this issue will likely remain to be a key communication/enforcement issue.

**CRESCENT PARK ELEMENTARY
- PAC**

2018-2019 Budget

	Approved Budget	Actuals	Notes
INCOME			
Fundraising Income			
Movie Night	\$1,100	\$654	Net -- Actuals less expenses
Spirit Wear	(2,000)	(2,296)	Net -- Actuals less expenses includes \$3,000 for school jerseys
Fun Fair	500	-155	Net -- Actuals less expenses
Spring Dance	12,000	8,097	Net -- Actuals less expenses.
TOTAL Fundraising Income	\$11,600	\$6,301	
Hot Lunch			
Hot Lunch Income			
Hot Lunch Expenses	\$70,000 (57,000)	\$81,190 (53,330)	
TOTAL Hot Lunch	\$13,000	\$27,860	
Grants & Miscellaneous			
Other Income	\$230	\$1,424	Net for Meet and Greet / donations
TOTAL Grants & Misc	\$230.00	\$1,424	
Gaming			
Gaming Grants	\$8,856	\$8,856	Confirmed amount for 2018. Restricted use
Other Gaming Income	\$2,000		Raffles
Gaming Expenses	(45)	0	Administration - other items in categories below,
TOTAL Gaming	\$10,811	\$8,856	
TOTAL INCOME	\$35,641	\$44,440	

	Approved Budget	Actuals	Notes
EXPENSES			
Administration			
Administration	\$950	\$453	Includes bank fees, stationery, postage
Santa Breakfast	1,600	\$1,726	
Hospitality / Programs	1,400	863	Thank you lunch for Teachers, Hampers, PAC supplies
TOTAL Administration	\$3,950.00	\$3,041.95	
PAC Programs			
Emergency Preparedness	\$900	\$0	3 days of supplies for each student. Paid from Gaming
Gift Account - Leaving Teachers	800	170	
Scholarship Elgin & EMS	1,500	1,500	1 to EMS and 2 to Elgin (\$500/ea) -- Crescent Park alumni. Paid from Gaming
Sports Day Snack	700	0	
Grade 7 Grad Donation	300	0	Décor or year end party
Student Education Programs	2,000	1,623	Saleena Noon / iGuy and iGirl. Paid by Gaming
TOTAL PAC Programs	\$6,200.00	\$3,292	
School Programs			
Computers & Technology	\$12,661	12,066	Wish list. \$8,500 was approved and spent for the AV
Fine Arts	0	0	Wish list.
Integration Room Supplies/Special needs	302	372	Wish list.
Library Fund	1800	1,218	
LST	167	136	Wish list.
Classroom Improvement Fund	5,222	5,582	Wish list.
PE Equipment	40,000	21,777	Wish list. - basketball hoop and tables
Field Trip Expense Fund	5,835	5,865	\$15/student (389 students) Cheque we write the school and the school manages disbursement. Paid by Gaming
Fine Arts Performances	3,000	1,630	Paid by Gaming
Sports (tennis, inline skating)	3,600	2,747	External programs - typically PAC + student \$ Teachers determine. Paid by Gaming
Garden Maintenance	100	0	
Teachers Fund	5,500	5,500	\$250/Division -- 17 divisions for 2018/19 + LST & Integration + Library, Principal, Music
TOTAL School Programs	\$78,187	\$56,892	

TOTAL EXPENSES	\$88,337	\$63,226	
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NET	(\$52,696)	(\$18,786)	
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Remaining budget to be spent		-33,909.88	
Gaming account (restricted use: playground)	20,224.00	19,593.42	
Unrestricted accounts	53,623.32	37,662.63	
Unrestricted Funds after Budget Approvals	21,151.62	23,346.17	

Budget was revised for Nov budget adds
basketball hoop and tables
AV equipment
School jerseys

40,000.00	40,000.00	not spent yet
8,500.00	8,500.00	spent
3,000.00	3,000.00	not spent yet
51,500.00	51,500.00	

Crescent Park Elementary PAC 2018-2019

2018-2019 Treasurer Report:

Prepared by: Carla Perrin + Kimberly Severson

Bank Balances:		
Gaming Casino Fund	31-May-19	\$19,593.42
Crescent Park PAC	31-May-19	\$37,662.63
School Account*	31-May-19	\$13.65
District Held PAC*	31-May-19	\$0.04
Total		\$57,269.74

* Administered by CP Elementary.

PAC General Account: May 31, 2019	Income:	Expenses:
Hot Lunch	\$81,190.06	\$53,330.48
Movie Night	\$795.89	\$141.64
Spirit Wear	\$3,905.00	\$6,200.82
Spring Fling	\$9,947.18	\$1,850.00
Wish List / Teachers Fund	\$0.00	\$47,635.62
Other (Fun Fair, Hospitality, Programs)	\$3,607.75	\$8,442.14
Total	\$99,445.88	\$117,600.70

Gaming: May 31, 2019	Income:	Expenses:
Grant	\$8,856.00	
Field Trips & Sports		\$7,342.00
Fine Arts Performances		\$645.00
Scholarships		\$1,500.00
Raffles: Spring Fling / Fun Fair / Movie night		
Other		\$0.00
Administration	\$0.00	\$0.00
Total	\$8,856.00	\$9,487.00

