

Crescent Park Elementary PAC May 2019 Monthly Meeting

Date: Monday, May 6, 2019

Location: Library

Time: 9:00-11:00 am

Attendees:

- Heather Seabrook (President)
- Ms. Colter (Principal)
- Kimberly Severson (Co-Treasurer)
- Leslie Parker (Co-Secretary)
- Hilary Gottschalk
- Emily Canavan (Vice-President)
- Katherine Botelho
- Laura Langton
- Connor Brody
- Kathy Matty
- Pam Roberston

Item:	Discussion:	Action/Follow-up:
Call to order	Meeting called to order at 9:05 by Heather Seabrook	
Approve minutes	Motion to approve April minutes raised by Heather, Kimberly seconded, all in favor	
Principal's report	<p style="text-align: center;">PAC MEETING Principal's Report May 6th, 2019</p> <p>Staffing Update...</p> <ul style="list-style-type: none"> • Round 1 has been completed and we welcome the following new and returning staff members to Crescent Park: <ul style="list-style-type: none"> ○ Ms. Lana Fransen – Grade 6/7 ○ Mrs. Tara Bittner – Teacher Librarian • Round 2 positions to be posted: <ul style="list-style-type: none"> ○ MACC (no qualified applicants) <p>Daycare Update... This month we were informed by Laronde Montessori Children's House that they will not be offering before and after school daycare at Crescent Park next year due to decreasing enrollment. As there is a need for daycare within our school community the district has actively sought viable options and I will be interviewing three potential providers this month. I will update the community in the May newsletter about this change and again when a new appointment is made.</p> <p>Enrolment & District Updates...</p>	

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	<ul style="list-style-type: none"> • Current enrolment at Crescent Park is 393 students. • Kindergarten registrations for September, 2019 are currently at 30. • 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 <p>Last month at school...</p> <ul style="list-style-type: none"> • Ultimate disk has wrapped up a successful season and we wish to thank Mrs. Jamieson and Mr. McIndoe for their great coaching this season. • Badminton season is concluding for students in grades 5-7 under the coaching of Mrs. Svab, Mme. Goguen, Ms. Schroeder, Mrs. Bittner & Mrs. Choudhary. • Our staff participated in a lunch & learn session with our district team to introduce the subject of attachment and trauma informed practice at school. This was a very informative session and gave our staff great insight into the topic. <p>This month at school...</p> <ul style="list-style-type: none"> • We will be hosting the Ready, Set, Learn on May 8th at Alexandra House at 1:00pm. This year we have joined with the Ocean Cliff Elementary team as well as Alexandra House to offer a community experience for our local families. We are very hopeful that this will be a success and look forward to meeting many new families. <p>Other...</p> <ul style="list-style-type: none"> • The new tables in the outdoor learning space were installed earlier this month and the grade 7's have been enjoying lunch with Mrs. Colter since we've returned from spring break. So far 6 groups of students have participated in this luncheon including a group from MACC, 2 groups from Division3 and 3 groups from Division 2. The 	

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	<p>remaining students will enjoy lunch in May and June.</p> <ul style="list-style-type: none"> Spring plant sales wrapped up and will be delivered to school on Thursday, May 9th. We raised over \$800.00 which means that we have successfully completed the final fundraising for camp! <p>Upcoming Dates: (also available on our school website)</p> <p><u>Upcoming Dates...</u></p> <table border="0"> <tr> <td>Tues. May 7th</td> <td>Grade 6 immunizations</td> </tr> <tr> <td>Wed. May 8th</td> <td>Mini-meet #2 – 9:00-1:30pm</td> </tr> <tr> <td>Thurs. May 9th</td> <td>Hot lunch day – please note change of date from Wed. May 8th</td> </tr> <tr> <td></td> <td>Ready, Set, Learn – 1:00pm at Alexandra House</td> </tr> <tr> <td></td> <td>Spring Plant Delivery in the gym</td> </tr> <tr> <td>Fri. May 10th</td> <td>Lock Down Drill #2, time TBD</td> </tr> <tr> <td>Mon. May 13th</td> <td>Coffee & Chat in the library, 8:45-9:30am</td> </tr> <tr> <td>Tues. May 14th</td> <td>Special Track Meet Mini-meet #2 – 1:00-5:30pm</td> </tr> <tr> <td>Wed. May 15th</td> <td>Welcome to Kindergarten, 10:30am in the library</td> </tr> <tr> <td></td> <td>IEP review meetings – all day</td> </tr> <tr> <td>Thurs. May 16th</td> <td>Jump Rope for Heart kick off assembly, 9:00am</td> </tr> <tr> <td>Fri. May 17th</td> <td>Fire Drill #6 (last one of the year)</td> </tr> </table>	Tues. May 7 th	Grade 6 immunizations	Wed. May 8 th	Mini-meet #2 – 9:00-1:30pm	Thurs. May 9 th	Hot lunch day – please note change of date from Wed. May 8 th		Ready, Set, Learn – 1:00pm at Alexandra House		Spring Plant Delivery in the gym	Fri. May 10 th	Lock Down Drill #2, time TBD	Mon. May 13 th	Coffee & Chat in the library, 8:45-9:30am	Tues. May 14 th	Special Track Meet Mini-meet #2 – 1:00-5:30pm	Wed. May 15 th	Welcome to Kindergarten, 10:30am in the library		IEP review meetings – all day	Thurs. May 16 th	Jump Rope for Heart kick off assembly, 9:00am	Fri. May 17 th	Fire Drill #6 (last one of the year)	
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Treasurer’s Report	Reports below																									
Spring Fling	<p>Great job this year! Thanks to all those who volunteered this year!! A lead to oversee the event next year is needed.</p> <p>West jet tickets- due to a change in process the tickets will be raffled off at fun fair June 1st.</p> <p>Over \$7,800 raised for PAC! This was significant given the change in venue and resulting weekday evening this year. There was also no live auction</p>	<p>Heather to follow up with team re: leading for next year</p> <p>Connor to look at a booking venue for next year to secure Legion again if desired.</p> <p>If you are interested in leading the Spring Fling event next year, email contact@crescentparkpac.com</p>																								

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	at this year's event which historically has contributed a significant amount to total dollars raised.	
Fridge replacement	Fridge will be replaced for next year. Kate agreed to manage logistics of ordering the fridge and having it delivered during the last couple of weeks of summer once the school is open again. Hot Lunch team to unplug fridge on last Hot Lunch date and it will be removed with delivery of new fridge.	Heather to send details to Kate. Thank you Kate!
Hot Lunch	<p>Hot Lunch team in place for next year! Thank you to Connor Brodie, Erin Schmidt, and Roxanne Black for taking the lead!</p> <p>The current team and new team have already planned to get together to transfer information and processes.</p> <p>A possible new Hot Lunch ordering system is being explored. Conversations about the benefits and costs associated with a new system occurred at the meeting. Attendees agreed that the cost of a new program would be supported if it was easier for program administration.</p>	Old and new Hot Lunch Teams to transition over next couple of months.
2019-2020 PAC Budget	<p>PAC Executive advised that they are attempting to streamline the budget process for next year's budget & simplify the way funds are given to the school to ensure that they are being used in the most strategic way possible.</p> <p>PAC Exec would also like to see an overall technology strategy from the school on what funds they are allotted from the district and their own budget.</p> <p>Discussion took place around the history of the wish list, how things are categorized and how much money is given to various areas took place.</p> <p>Kate advised that next year she would like to implement committees to oversee the requests from teachers at the start of the year. These committees would short list items that would then be presented to PAC for review.</p> <p>Concern was raised that in the past administration had limited the type of requests</p>	<p>PAC Exec to put together a tentative budget template before the start of next year that will be discussed further prior to the creation of next year's budget.</p> <p>Additional discussion to take place at subsequent meetings.</p>

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	<p>teachers could make which resulted in basic needs for supplies not being met. PAC agreed the intention is not for this to happen but rather for there to be a greater evenness across staff with how these funds are being distributed.</p> <p>Agreement for:</p> <ul style="list-style-type: none"> - \$250 for each division as is. - Wish list items to be in keeping with a theme like “technology”. These themes will be determined at a later date. - A committee will be created that includes the principal, an intermediate and primary teacher. All monetary request will be vetted by this committee at some point in the request process. 	
Spring Fling Donation Basket Pizza lunch	Ms Tutt’s class won the pizza lunch for raising the most money at Spring Fling with their basket.	Pinder to coordinate with Kate
Blood drive	<p>Happening Mother’s Day May 12th</p> <p>45 booked= 100% booked</p> <p>Help with cookies is needed</p>	
Fun Fair	<p>All the big stuff is booked:</p> <p>Bungee, Jr sports, games, Korby, Food, Fire Truck, Prizes, Dunk tank</p>	<p>June 1 from 11-2</p> <p>Volunteers needed to ensure event success!</p>
Staff appreciation lunch	<p>Happening Thursday June 6th</p> <p>Pam Robertson leading & planning is well underway</p>	<p>Volunteers needed for setup, cleanup, dishes</p> <p>Signup here: https://www.volunteersignup.org/W8W7X</p>
PAC executive 2019 - 2020	<p>Nominations for PAC Executive for next year:</p> <p>Emily Canavan- President Kimberly Severson- co-treasurer Leslie Parker- co-secretary</p> <p>Positions still vacant: Vice President Co-Treasurer Co-Secretary</p>	If you’re interested in joining the PAC Executive next year, please email contact@crescentparkpac.com
Sports Day Snack	<p>June 14th</p> <p>Connor will do snack for sports day 2020</p> <p>Water to be supplied by PAC, kids to bring refillable bottle</p> <p>Apples or oranges for recess.</p>	<p>Hilary to check if pre-sliced apples can be donated. If not, mandarin oranges will be provided.</p> <p>Pam to organize water station.</p> <p>Kate to advise staff of change to PAC support this year.</p>

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	<p>Discussion around providing PAC supported pizza lunch for students again. Feeling consistent that this isn't necessary as it's already Pizza Hot Lunch earlier that week and not fair to ask the Hot Lunch team to switch again. Decision for PAC to supply a treat to all students in the afternoon instead.</p>	<p>Coordination needed for afternoon snack still.</p>
<p>Key PAC Dates for 2019-2020</p>	<ul style="list-style-type: none"> • Tues. Sept. 3 – Welcome Back Parent Coffee 10-11 am • Mon. Sept. 9 – 1st PAC Meeting (AM) • Mon. Sept. 16 – New Families Event/Coffee & Chat (Tent.) • Thurs. Sept. 19 – Welcome Back BBQ & Meet Teacher Night • Mon. Oct. 7 – PAC Budget Meeting (PM) • Thurs. Oct. 24 – PAC Movie Night • Mon. Nov. 4 – PAC Meeting (AM) • Mon. Dec. 2 – PAC Meeting (PM) • Fri. Dec. 20 – Santa Pancake Breakfast • Mon. Jan. 13 – PAC Meeting (AM) • Mon. Feb. 3 – PAC Meeting (PM) • Thurs. Feb. 27 or Fri. Feb 28 Grade 7 BINGO Night • Mon. Mar. 2 – PAC Meeting (AM) • Mon. Apr. 6 – PAC Meeting (PM) • April ? – Spring Fling • Mon. May 4 – PAC Meeting (AM) • Sat. June 6 – Fun Fair • Mon. June 8 – PAC Meeting (PM) 	<p>Mark your calendars for next year!</p>
<p>Coffee and chat</p>	<p>May 13- cancelled</p>	
<p>Saleema Noon</p>	<p>May 21 is the parent's info session</p>	
<p>Adjourned</p>	<p>Motion to adjourn at 11:02 Next meeting is June 10, 7 pm in the library</p>	

Crescent Park Elementary PAC 2018-2019

2018-2019 Treasurer Report:

Prepared by: Carla Perrin + Kimberly Severson

Bank Balances:		
Gaming Casino Fund	30-Apr-19	\$19,593.42
Crescent Park PAC	30-Apr-19	\$68,570.63
School Account*	30-Apr-19	\$13.65
District Held PAC*	30-Apr-19	\$0.04
Total		\$88,177.74

* Administered by CP Elementary.

PAC General Account: Apr 30, 2019	Income:	Expenses:
Hot Lunch	\$80,384.56	\$45,664.93
Movie Night	\$795.89	\$141.64
Spirit Wear	\$3,905.00	\$4,847.98
Spring Fling	\$9,727.18	\$1,850.00
Wish List / Teachers Fund	\$0.00	\$25,504.07
Other (Fun Fair, Hospitality, Programs)	\$2,607.75	\$6,658.58
Total	\$97,420.38	\$84,667.20

Gaming: Apr 30, 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

CRESCENT PARK ELEMENTARY - PAC
2018-2019 Budget

INCOME	Approved Budget	Actuals	Notes
Fundraising Income			
Movie Night	\$1,100	\$654	Net - Actuals less expenses
Spirit Wear	(2,000)	(943)	Net - Actuals less expenses includes \$31,000 for school jerseys
Fun Fair	500	0	Net - Actuals less expenses
Spring Dance	12,000	7,817	Net - Actuals less expenses
TOTAL Fundraising Income	\$11,600	\$7,528	
Hot Lunch			
Hot Lunch Income	\$70,000	\$90,385	
Hot Lunch Expenses	(67,000)	(45,665)	
TOTAL Hot Lunch	\$13,000	\$34,720	
Grants & Miscellaneous			
Other Income	\$230	\$424	Net for Meet and Greet / operations
TOTAL Grants & Misc	\$230	\$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	\$51,588	
EXPENSES			
Administration			
Administration	\$550	\$446	Includes bank fees, stationery, postage
Santa Breakfast	1,600	\$1,726	Thank you lunch for Teachers, Helpers, PAC supplies
Hospitality / Programs	1,400	853	
TOTAL Administration	\$3,550.00	\$3,025.45	
PAC Programs			
Emergency Preparedness	\$900	\$0	3 days of supplies for each student. Paid from Gaming
Gift Account - Leaving Teachers	800	170	
Scholarship Edin & EMS	1,500	1,500	1 to EMS and 2 to Edin (\$500/ea) -- Crescent Park alumni. Paid from Gaming
Sports Day Snack	700	0	
Grade 7 Grad Donation	300	0	Decor or year end party
Student Education Programs	2,000	0	Saleena Noon / Day and Gtri. Paid by Gaming
TOTAL PAC Programs	\$6,200.00	\$1,670	
School Programs			
Computers & Technology	\$12,651	12,066	Wash list. - \$8,500 was approved and spent for the AV
Fine Arts	0	0	Wash list.
Integration Room Supplies/Special needs	302	372	Wash list.
Library Fund	1800	1,218	
LST	167	136	Wash list.
Classroom Improvement Fund	5,222	6,582	Wash list.
PE Equipment	40,000	0	Wash list.
Field Trip Expense Fund	5,835	5,865	Wash list. - basketball hoop and tables
Fine Arts Performances	3,000	1,275	\$15/student (389 students). Cheque we write the school and the school manages disbursement. Paid by Gaming
Sports (tennis, inline skating)	3,600	2,747	Paid by Gaming
Garden Maintenance	100	0	External programs - typically PAC + student \$ Teachers determine. Paid by Gaming
Teachers Fund	5,500	5,500	\$250/Division -- 17 divisions for 2018/19 + LST & Integration + Library, Physical, Music
TOTAL School Programs	\$76,187	\$34,781	
TOTAL EXPENSES	\$89,337	\$39,466	
NET	(\$52,696)	\$12,122	
Remaining budget to be spent		46,817.89	
Remaining account (restricted use: playground)		19,589.42	
Unrestricted Funds after Budget Approvals		69,663.32	
Unrestricted Funds after Budget Approvals		21,151.02	
Budget was revised for Nov budget edits		40,000.00	not spent yet
basketball hoop and tables		8,500.00	not spent yet
AV equipment		3,000.00	not spent yet
School Jerseys		51,500.00	not spent yet