

## Crescent Park Elementary PAC April 2018 Monthly Meeting

**Date:** Monday, April 9, 2018

**Location:** Library

**Time:** 7:00-9:00 pm

**Attendees:**

- |  |   |
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| <ul style="list-style-type: none"> <li>• Kathy Matty (President)</li> <li>• Heather Seabrook (Vice President)</li> <li>• Erin Mazza (Secretary)</li> <li>• Kate Colter (Principal)</li> <li>• Carla Perrin (Co-Treasurer)</li> </ul> | <ul style="list-style-type: none"> <li>• Sue Vanin (Co-Treasurer)</li> <li>• Jackie Vuilleumier</li> <li>• Laura Langton</li> <li>• Pam Robertson</li> <li>• Hilary Gottschalk</li> </ul> |
|--|---|

Item:	Discussion:	Action/Follow-up:
Call to order	Kathy called meeting to order at 7:02 pm.	
Minutes	Kathy moved to accept, Carla seconded. Passed.	
Principal's Report	<p><b>Staffing...</b></p> <ul style="list-style-type: none"> <li>• UBC student teachers started their practicums on April 3<sup>rd</sup>. Please welcome <b>Michelle</b> in Mrs. Spoor's class and <b>Andrea</b> in Mrs. Gray's class</li> <li>• Two EA practicum placements in April - <b>Jacob Addison</b> from Langara College will be working in Heidi's classroom from April 3-27<sup>th</sup> and <b>Joanne Devine</b> from Surrey College will be with Brooke &amp; Jennifer from April 16-May 11<sup>th</sup></li> <li>• Two new EA's were placed in positions until the end of June - <b>Michelle Duckett</b> will be working in Michelle Horn's class and <b>Varinder Grewal</b> will be working in Mrs. Friesen's class</li> <li>• Mrs. Jamieson's position has been posted and candidates will be interviewed this week.</li> </ul> <p><b>Health &amp; Safety...</b></p> <ul style="list-style-type: none"> <li>• Nothing to report this month</li> </ul> <p><b>This month at school...</b></p> <ul style="list-style-type: none"> <li>• Lock down drill on March 12<sup>th</sup> went very well.</li> <li>• Reading Link Challenge – 6 Grade 4 students competed at the South Surrey Challenge and performed admirably</li> <li>• Badminton and Ultimate Disc are well underway and enjoying great coaching from six different staff members</li> </ul> <p><b>Upcoming in April...</b></p> <ul style="list-style-type: none"> <li>• Grade 7 articulation meetings for Elgin Park on the 10<sup>th</sup> and Earl Marriott during the week of the 16<sup>th</sup></li> <li>• Fire Drill on the 12<sup>th</sup></li> <li>• Summer Learning forms due back by the 13<sup>th</sup></li> <li>• Substance Abuse Workshop for parents on the 17<sup>th</sup> has had very little interest – 10 families so far. Will repost one more</li> </ul>	

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	<p>time and set a deadline for April 13<sup>th</sup>. Would like 30 in attendance as a minimum.</p> <ul style="list-style-type: none"> <li>• Dufflebag Theatre will be performing on April 20<sup>th</sup> at 1:00pm for all students</li> <li>• Earth Day Assembly will be held on the 23<sup>rd</sup></li> <li>• Scholastic Book Fair – April 25-27<sup>th</sup> Volunteers have been requested and can sign up on the board outside the library.</li> </ul> <p><b>Other...</b></p> <ul style="list-style-type: none"> <li>• Track and Field practices have started in the morning and practices will begin in earnest as soon as coaches and schedules are organized</li> <li>• 18 students will be performing at the Dance Festival on April 17<sup>th</sup>, led by Ms. Horn</li> <li>• Golf starts on April 23<sup>rd</sup> and runs for 8 sessions until May 8<sup>th</sup></li> </ul> <p><b>Grade 7 events...</b></p> <ul style="list-style-type: none"> <li>• Bingo Night has been set for Friday, May 11<sup>th</sup></li> <li>• Fundraising continues well. Currently the fundraising team has raised \$726.71 and has planned on freezie sales when the weather warms up.</li> <li>• The request for parent volunteers for camp has been sent. We require four moms and three dads. The due date for volunteers is April 16<sup>th</sup> and currently we have one dad who has stepped forward.</li> </ul> <p><b>Upcoming Dates in April (also available on our school website)</b></p> <p>Tues. Apr 10 French Immersion Parent Evening at Crescent Park for new parents, 6:30-7:30pm</p> <p>Tues. Apr 17 Substance Abuse Evening, 7:00-8:00pm</p> <p>Thurs. Apr 26 Parent Tea</p> <p>Discussions that the RSVPs for the Substance Abuse evening are very low, and it may need to be cancelled. Some parents may not have known that an RSVP was required. Ms. Colter to send out another reminder. If not enough people RSVP the evening will be cancelled. Suggestion that when RSVPs are required, we should put the need to RSVP at the top of email as many people don't read through the entire message.</p> <p>Question on placement for rest of the year for Mrs. Jamieson's class for the duration of the year. Ms. Colter is speaking with Human Resources this week to find a teacher or teachers to complete the year as the initial posting was not filled.</p> <p>Yoga update: Ms. Colter is still looking for options to provide yoga for the school. The availability of recommended providers is limited. The planned yoga program may be deferred until the fall due to</p>	

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Treasurer's Report – February 2018	<p>availability.</p> <p><b>PAC Account.</b> All expenses trending as expected. Congratulations to all the organizers and volunteers supporting the Movie Night fundraiser. The event raised over \$1,000 to support our students.</p> <p><b>Wish List funds.</b> To date 93% of Wish List items have been submitted. \$1300 in requested funds have yet to be spent. We'd like to ask that outstanding items be purchased and expensed as soon as possible or advise if they should be removed from the list.</p> <p><b>Gaming Account.</b> We've leveraged Gaming funds in support of the annual Field Trip fund. All Gaming funds must be spent in accordance with grant guidelines from Gaming.</p> <p><b>School and District PAC Accounts.</b> All 2017-18 Teacher Discretionary and Field Trip funds in the School Account are being managed by Cindy Rebiffe, the head Clerk of Crescent Park School. Funds are tracked by division. To date 50% has been spent but very little of Field Trip funds and still a fair amount in teacher discretionary funds.</p> <p><b>Donations for Spring Fling &amp; Tax Receipts</b> – some families would like to have a tax receipt. PAC is not a registered charity and we are unable to issue tax receipts for payments that are made out to, and received by PAC. There is currently no clear understanding or documented policy on how large the donation would need to be for the District to issue a tax receipt. Ms. Colter will provide a District contact for Kathy, so we can correctly capture and communicate the process for issuing tax receipts for PAC Donations made to the District and to outline any restrictions on donation amounts.</p>	<p><b>Ms. Colter</b> to provide <b>Kathy</b> with a contact at the District to discuss the policy for issuing tax receipts for donations.</p>
Recreation Items update	<p>Mr. McIndoe has completed a survey of what equipment is in each classroom and has also looked at the gym equipment to see which gym items can move transition to the classrooms for outdoor use. We also discussed and decided that ball pumps should be added to the equipment list for the classrooms as often all balls need is air to be useful! The final list of what's required will be forwarded to Adam Harmer, so he can proceed with equipment purchases.</p>	<p><b>Ms. Colter</b> will forward the final list of required recreation items to <b>Adam</b> via <b>Kathy</b>.</p>
Emergency Preparedness Container Update	<p>A new additional lock has been purchased for the existing contained. The only keys will be provided to PAC and Kate and any other specific individuals who require access to the container.</p>	<p><b>Heather</b> to provide authorized number of keys to <b>Ms. Colter</b>.</p>
Spring Fling Update	<p>Posters are up! Ticket sales start this week.</p> <p>The annual Spring Fling with a Mexican Fiesta theme will be held Saturday, April 28<sup>th</sup> at 7:00 pm at the Legion. Kelli Irwin and team are on track for another great event but still need the help of the school community.</p>	

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	<p>The WestJet ticket raffle will start later this week once the gaming license is approved. There will be 250 tickets available for \$40 each. The prize is two roundtrip WestJet tickets for anywhere WestJet flies.</p> <p>Classroom donations for the various themed auction baskets are in progress. We still could use a few larger auction items for the live auction and additional baskets, gifts certificates or other items for the silent auction. Please contact <a href="mailto:contact@crescentparkpac.com">contact@crescentparkpac.com</a> if you have a donation item and they'll forward your note to the spring fling team.</p>	
Spirit Wear Update	Spirit orders are in! Orders for the Spring Campaign finished on Monday, April 9 <sup>th</sup> . The order is being submitted later this week for delivery in 2-3 weeks.	
Fun Fair Update	<p>This year's event is booked for Saturday, June 2<sup>nd</sup>!</p> <p>Matt Johnston is well underway in his planning. He's reserved some stations from Fraser Valley Rentals and booked some inflatables. Matt will meet with Heather, Erin and Pam to ask some questions on April 24<sup>th</sup>. He will meet with Kate to review the plan in the next few weeks.</p> <p>Once Spring Fling is in the books, we'll transition our attention to this fun community event!</p>	<p><b>Heather, Erin and Pam</b> to meet with <b>Matt</b> April 24<sup>th</sup>. <b>Matt</b> to meet with <b>Ms. Colter</b> in next few weeks to walk through the event.</p>
Hot Lunch Program Leader Update	Beth and Jen are happy to announce that Jackie Vuilleumier will taking over as Hot Lunch coordinator next year with the help of Hilary Gottschalk and Stacy McIntosh. Jackie would like to encourage parents of K-2 to join the Hot Lunch program and sees it as a great opportunity to mentor new parents on the spirit, community and activities of the school. Discussion on how to reach out to these parents and it was suggested that the Hot Lunch Team and PAC present at the Kindergarten orientation sessions and even pop into some of the early noisy reading sessions at the beginning of the school year.	
PAC Executive Position Openings 2018/2019	<p>The PAC requires volunteers for the following Executive positions for the 2018-2019 school year:</p> <p>PAC Vice-President PAC Co-Treasurer PAC Secretary</p> <p>The existing PAC will canvass potential candidates and anyone who is interested in coming forward or who has questions on what's involved with these positions is encouraged to contact <a href="#">PAC</a>. For Nominations will be brought forward in May, and elections for those nominated will occur in June.</p>	Interested nominees can contact <a href="#">PAC</a> for more information.
Misc. Other Business	Recommended that communication of extra curricular items and programs go out to all potential candidates, so parents are aware of	

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	<p>opportunities. – ex. Track and Field. It would be good if the track and field notices went out to all kids in Grade 3-7 rather than have students come forward to take a notice if interested. It is also recommended that we reiterate that there are no “tryouts” for track and field and that every student who comes out to practice participates in the mini meets. We’d love to see more students come forward to participate as Track and Field has a long history and is a great source of fun and pride for Crescent Park!</p> <p>Laura L. noted that this year is the 100th anniversary of the Annex. She’d like to hold a celebration in September and has spoken with other Annex families who like the idea of celebrating the 100th. She’s looking for PAC help in spreading the word to and involving the larger community. One parent suggested that an ad in the local paper might be one way to reach former students.</p> <p>A few parents spoke about the need to get more parents from the younger grades involved in the school/PAC and volunteering. Heather S. and Jackie V. talked about opportunities to speak to parents at events like the parent appreciation tea and the kindergarten welcome and celebration.</p> <p>Pam R. asked about setting a date for the teacher appreciation lunch in June. This is our annual lunch we as parents host for the school staff. Hilary G. and Jackie V. will help Pam coordinate. Pam will meet with Ms. Colter this week to pick a date. NOTE: Since the meeting, a date has been set for Wednesday, June 6<sup>th</sup>.</p> <p>The PAC planters behind the school are ready to be planted – the perennials are starting to come back, and our budget included a small amount each year for soil, annuals, etc. Ms. Colter suggested Pam contact Ms. McClure about involving the Eco Patrol again.</p> <p>The iGirl peer-to-peer workshop is coming up Wednesday, April 25, 3 to 5 p.m. at the school. A notice will go out from the office shortly. The workshop is limited to 30 participants, girls in grades 4 to 7, so it will be first-come, first-served for registering. Although in the past we have taken a waiting list and tried to book an extra session if demand is there – we will see.</p> <p>Carla P. asked whether multicultural day was happening this year. Ms. Colter will investigate it. There was some discussion about communication and planning about the event, and making sure parents and volunteers know what is happening on the day. There was also discussion about how it would be nice to see some sort of celebration/event related to Canada and being Canadian.</p>	<p>If you are interested in helping with the Annex Centennial, please contact <a href="#">PAC</a> and they’ll provide contact details for Laura.</p> <p><b>Pam and Ms. McClure</b> to discuss garden maintenance with the Eco Patrol group.</p>
Adjourned	Motion to adjourn at 8:40.	

# Crescent Park Elementary PAC

## 2017-2018

### April 2018 Treasurer Report:

Prepared by: Susan Vanin and Carla Perrin

Bank Balances:		
Gaming Casino Fund	2-Apr-18	\$13,248.63
Crescent Park PAC	2-Apr-18	\$68,118.49
School Account*	2-Apr-18	\$5,875.63
District Held PAC*	2-Apr-18	\$1,316.00
<b>Total</b>		<b>\$88,558.75</b>

\* Administered by CP Elementary.

PAC General Account: April 2, 2018	Income:	Expenses:
Hot Lunch	\$68,116.26	\$33,804.48
Movie Night	\$1,538.85	\$443.19
Spirit Wear	\$7,840.00	\$7,631.40
Spring Fling		
Wish List / Teachers Fund		\$30,228.77
Other	\$3,059.00	\$6,939.07
<b>Total</b>	<b>\$80,554.11</b>	<b>\$79,046.91</b>

Gaming: April 2, 2018	Income:	Expenses:
Grant	\$7,340.00	
Field Trips & Sports		\$5,700.00
Fine Arts Performances		
Scholarships		
Raffles: Spring Fling / Fun Fair / Movie night	\$50.00	
Administration		
<b>Total</b>	<b>\$7,390.00</b>	<b>\$5,700.00</b>