

## Crescent Park Elementary PAC December 2017 Monthly Meeting

**Date:** Monday December 4, 2017

**Location:** Library

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

**Attendees:**

- Kathy Matty (President)
- Hilary Gottschalk
- Katherine Botelho (Past Chair)
- Pam Robertson
- Erin Mazza (Secretary)
- Tanya Denman
- Sue Vanin (Co-Treasurer)
- Lindsey Harmer
- Carla Perrin (Co-Treasurer)
- Kate Colter (Principal)

Item:	Discussion:	Action/Follow-up:
Call to order	Kathy called meeting to order – 7:02 pm.	
Minutes	Kathy motioned to approve the minutes from November, Hilary seconded.	
Principal's Report	<p><b><i>In November...</i></b></p> <ul style="list-style-type: none"> <li>• The Surrey Public Library presented the Reading Link Challenge to our grade 4 &amp; 5 students. Many students have signed up for this year long challenge.</li> <li>• Lynda Reeve, our Area Superintendent, visited on Nov. 20<sup>th</sup> for the afternoon.</li> <li>• On Nov. 22<sup>nd</sup> author Eric Wilson presented to our intermediate students</li> <li>• The Gr 7 camp meeting was held for parents on Nov. 23<sup>rd</sup></li> <li>• Our Grade 6 &amp; 7's enjoyed presenting their creations to the school and parents for the Young Entrepreneur Show</li> <li>• The Grade 5's from Mrs. Jamieson's class hosted Movember and raised \$426.85 for cancer research through the sale of hand-made pins and moustache's</li> </ul> <p><b><i>Staffing...</i></b></p> <ul style="list-style-type: none"> <li>• No changes this month</li> </ul> <p><b><i>Health &amp; Safety...</i></b></p> <ul style="list-style-type: none"> <li>• We are currently completing Site Inspection reports for all rooms in the school. These are submitted to the district by January and highlight any deficiencies or areas of concern</li> <li>• We will have our final fire drill for this term as well as an earthquake drill this month</li> </ul> <p><b><i>Upcoming this month...</i></b></p>	

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	<ul style="list-style-type: none"> <li>• Author Grayson Smith will be visiting the primary students on Thurs. Dec. 7th</li> <li>• The gym will be closed on Dec. 11<sup>th</sup> for voting</li> </ul> <p><b>Other...</b></p> <ul style="list-style-type: none"> <li>• Students and staff are excitedly preparing for the Christmas concert to be performed for parents on the 20<sup>th</sup> at 1:00 and 6:30pm.</li> <li>• The grade 7's will have a short band performance in the gym on Thurs. afternoon, Dec. 21<sup>st</sup></li> <li>• For the non-instructional day on Feb. 16<sup>th</sup>, 2018 all Support Workers from the school will attend a conference in Richmond given by the Autism Awareness Centre on Self Control and Challenging Behaviour: The Why's and What's on Behaviour Management in Autism. This has been financed by the Area Superintendent.</li> <li>• Update on installation of notice board from Jeff McMillan. Unfortunately, at this time he will not support our request</li> </ul> <p><b>Upcoming Dates (also available on our school website)</b>  Thurs. Dec. 7<sup>th</sup> Author visit - Grayson Smith for the primary students  Mon. Dec. 18<sup>th</sup> First student progress report comes home  Wed. Dec. 20<sup>th</sup> Christmas Concerts – afternoon and evening performances  Thurs. Dec. 21<sup>st</sup> Afternoon band performance in the gym for the school</p> <p><b>PAC questions on the Christmas concerts:</b> The Christmas concert will be 1-hour long. To manage capacity in the gym, tickets will need to be reserved for either the afternoon or evening concert. It was also noted that students (performers) all need to attend the evening concert. Are there enough chairs? Can we get chairs in time for the Christmas concert and keep them for the pancake breakfast?</p> <p><b>Bulletin board/enclosed unit</b> – Too many concerns from the School Board on how to affix a unit to the school. Concerns include vandalism, security, and issues with piercing the building envelope. Erin to send some portable options forward to PAC.</p> <p><b>Question from Carla on Reports/vs Fresh Grade</b> – who is using what and what can parents expect to receive? Ms. Colter indicated that the teachers can choose their preference for either online or paper reports cards. Some will even use a mix of both.</p> <p><b>Question from FSA test and results</b> – Erin asked why the FSAs were done so early this year and how the kids were prepared. The results for Grade 4 students seemed very low this year and some parents indicated their students had anxiety after writing their tests and seeing their results. Communication with parents on how the tests</p>	<p><b>Ms. Colter</b> to discuss with Cindy on how to assign tickets for Christmas concert.</p> <p><b>Carla and Ms. Colter</b> to count chairs and determine how many are needed for the concert and the pancake breakfast.</p> <p><b>Erin</b> to provide options for a portable bulletin board.</p>

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	<p>were issued and how to interpret the results was poor. While most parents agreed that the FSAs provide an opportunity for kids to get used to writing a test, the lack of preparation/explanation for the students seems to have resulted in very poor reporting and incomplete data. No information on the purpose of the early testing, what value the early data has and how it will be used was provided to parents. If the data was expected to be incomplete maybe it shouldn't have gone home with parents. Ms. Colter provided the following link for more information on the FSAs:  <a href="https://curriculum.gov.bc.ca/assessment-reporting/new-foundation-skills-assessment">https://curriculum.gov.bc.ca/assessment-reporting/new-foundation-skills-assessment</a></p> <p><b>Floor hockey equipment:</b> Motion to approve \$448 for new floor hockey equipment. Pam raised a motion, Erin seconded, passed unanimously.</p>	
Treasurer's Report	<ol style="list-style-type: none"> <li>1. <b>PAC Account.</b> November was a busy month for reimbursements as many requests for Wish List items were received. The PAC also funded the OSMO technology kits for the school. All other expenses trending as expected; no concerns.</li> <li>2. <b>Wish List funds.</b> To date 81% of Wish List items have been submitted. The outstanding list will be provided to Kate to ensure that items are still required by teachers.</li> <li>3. <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.</li> <li>4. <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 40% has been spent.</li> </ol>	
PAC Meetings (Attendance)	<p>We would like to see more parents come out to PAC meetings. Discussion on how to make meetings more appealing to a broader audience. Ideas included offering student demos on wish list items or student presentations, having teachers present, add a hot topic to the agenda. Cyber-bullying, or other topics.</p> <p>There was also a reminder to post the agenda on the doors/gates one week before the PAC meetings. Need more parents of younger parents to attend. There was also a suggesting of having meetings right after pickup and having the leadership team do child-minding. It was agreed that while this may work for short meetings/topics, it would be difficult to hold a complete meeting after school.</p>	<p><b>Kathy</b> to post the agenda on the outside doors one week before meetings.</p>

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	<p>Heather is working on a new flyer that outlines at a glance what PAC raises for funds each year, how they are spent and the large amount of money that we currently have for larger projects. We are hoping that with greater awareness more parents will want a say in how the PAC funds are being spent.</p> <p>Heather has requested pictures of the wish list items purchased by PAC from Kate, who has requested them from staff. The pictures will be used for a large PAC poster outside the gym at the Christmas concert. Teachers to send photos to Heather by the end of the week.</p>	<p><b>Ms. Colter/staff</b> to have pictures of Wishlist item pictures to Heather by Dec 8<sup>th</sup>.</p>
<p>Scholarship Requirements</p>	<p>Each year PAC provides three scholarships to Crescent Park Alumni who are graduating from high school. Two scholarships are provided to Elgin Secondary and one scholarship to Earl Marriot Secondary. There have been requests to review the application requirements for these scholarships. This year's scholarships are \$500 each.</p> <p>As donors, PAC fills out a pledge form each year for Elgin and Marriot that outlines the criteria for successful recipients. The successful student(s) are chosen by the school scholarship committee who present the awards at graduation. PAC does not interview or select applicants, we only provide the criteria for selection.</p> <p>The following is the criteria suggested at PAC:</p> <p><b>Elgin:</b></p> <ul style="list-style-type: none"> <li>• Students need to apply to receive the scholarships.</li> <li>• Two scholarships are available – one for a female student and one for a male student</li> <li>• If no males apply, both can go to female students if more than one female has applied.</li> <li>• If no females apply, both scholarships can go to male students if more than one male has applied.</li> <li>• If only one student applies – only one scholarship will be awarded</li> <li>• If no students apply – no scholarship will be awarded.</li> <li>• All applicants must have been at Crescent Park for 5 school years between K-Grade 7.</li> <li>• Applicants must demonstrate good citizenship, academic ability and financial need.</li> </ul> <p><b>Earl Marriot:</b></p>	

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	<ul style="list-style-type: none"> <li>• Students need to apply to receive the scholarship.</li> <li>• One scholarship is available</li> <li>• All applicants must have completed the late French Immersion Program at Crescent Park for Grades 6-7</li> <li>• Applicants must demonstrate good citizenship, academic ability and financial need.</li> <li>• Applicants must demonstrate good citizenship, academic ability and financial need.</li> </ul>	
Christmas Hampers	<p>There are approx. 15 families from Riverdale Elementary and our own school community that will be supported by Christmas hampers this year. Food donations have been organized by classroom divisions and a note went home to parents on which classes are collecting different types of non-perishable food ideas. Each family has also requested simple gift items. These items are posted on the giving trees outside the office and inside the doors to the primary area. Parents are asked to take a gift tag from the tree, purchase and wrap the gift and attach the tag for reference.</p> <p>We are also requesting Gift Cards for Superstore and Walmart as these stores are in the local area for Riverdale. It has been requested that Gift cards do not exceed denominations of \$25.</p> <p><b>Last day for donations is Dec 15<sup>th</sup>.</b> Delivery date is Dec 21<sup>st</sup>. Driver volunteers will be needed.</p>	Last day for donations is Dec 15 <sup>th</sup> .
Santa Breakfast	<p>The Santa breakfast will take place on Friday, December 22 in the gym.</p> <p>Students will attend in two sittings – half at each shift. Santa has been booked and has made sure he can sneak away from the North Pole to surprise the kids.</p> <p>There was a reminder that the event is intended for our students and seating and feeding them is our priority. Unfortunately, there isn't room to invite parents and siblings to eat with the students.</p> <p>Parents are needed to help set up, prepare and serve food and clean up. The online Volunteer sign-up list and posters for the event will be distributed this week. <a href="https://www.volunteersignup.org/E79FQ">https://www.volunteersignup.org/E79FQ</a></p> <p>Need to determine how many chairs/tables are needed and how many need to be borrowed/rented.</p> <p>Ms. Colter to look at the school evening calendar and see if we can set up the night before.</p>	<p><b>Carla and Ms. Colter</b> to determine how many tables and chairs need to be borrowed/rented.</p> <p><b>Ms. Colter</b> to see if we can set up Thursday after school.</p>
Movie Night	Movie night is set for Friday, January 26 <sup>th</sup> . Heather and Erin will coordinate the movie selection and the concession/ticket process.	

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Misc. Other Business	<p><b>Emergency Supplies</b> – Lindsey Harmer taking over from Hilary Gottschalk. Emergency supplies have been checked and confirmed for this year.</p> <p><b>Grade 7 fundraisers</b> – tree chipping/bottle drive not finalized. Parents have come forward to volunteer still finalizing the fundraising initiatives.</p> <p><b>Question on the use of the Annex</b> – currently being used for blended learning by Brandon van Sant. Ms. Colter unaware of any other current use.</p> <p><b>Playground</b> – Is there an option to build an outdoor sports court where proposed playground was intended for. Would site prep be the same and would the costs of the structure be cheaper? Ask Erica is this came up at all in the planning processes Laura and Erica did earlier this year.</p> <p><b>Staff Parking lot safety</b> – more parents are turning in left to the staff parking lot and congesting the entrance before and after school. Parents are also lining the side of the entrance. Congested for parents and students. Suggested that the school has heightened vigilance on reminding parents not to park in this space for a couple of weeks until the behavior changes.</p>	<p><b>Erin</b> to follow up with Erica and Laura to see if they have any information on costs of a sports court.</p>
Adjourned	9:01 – meeting adjourned.	

# Crescent Park Elementary PAC

## 2017-2018

### Dec 2017 Treasurer Report:

Prepared by: Susan Vanin and Carla Perrin

Bank Balances:		
Gaming Casino Fund	30-Nov-17	\$13,198.63
Crescent Park PAC	30-Nov-17	\$71,728.33
School Account*	30-Nov-17	\$9,190.73
District Held PAC*	30-Nov-17	\$1,447.01
<b>Total</b>		<b>\$95,564.70</b>

\* Administered by CP Elementary.

PAC General Account: Nov 30, 2017	Income:	Expenses:
Hot Lunch	\$30,469.00	\$13,526.73
Movie Night		
Spirit Wear	\$7,510.00	\$2,191.35
Spring Fling		
Wish List / Teachers Fund		\$14,028.65
Other	\$2,378.00	\$3,477.48
<b>Total</b>	<b>\$40,357.00</b>	<b>\$33,224.21</b>

Gaming: Nov 30, 2017	Income:	Expenses:
Grant	\$7,340.00	
Field Trips & Sports		\$5,700.00
Fine Arts Performances		
Scholarships		
Raffles: Spring Fling / Fun Fair / Movie night		
Administration		
<b>Total</b>	<b>\$7,340.00</b>	<b>\$5,700.00</b>