

Crescent Park Elementary PAC May 2018 Monthly Meeting

Date: Monday, May 7, 2018

Location: Library


Time: 9:00-11:00 am

Attendees:

- Kathy Matty (President)
- Heather Seabrook (Vice President)
- Erin Mazza (Secretary)
- Ms. Colter (Principal)
- Sue Vanin (Co-Treasurer)
- Jackie Vuilleumier
- Laura Langton
- Erin Schmidt
- Jen Howell
- Wei Li
- Katherine Botelho
- Kasey Currie
- Pinder Tatlay
- Ally/Torin Ulmer
- Pam Robertson
- Lisa Shao
- Kimberly Severson
- Paul Ni
- Cathy Tang

Item:	Discussion:	Action/Follow-up:
Call to order	Kathy called meeting to order at 9:03.	
Minutes	Kathy moved to approve the minutes and Heather seconded.	
Principal's Report	<p>Staffing...</p> <ul style="list-style-type: none"> • Ms. Mercer has accepted three days a week (M-W) in Div. 6 (Jamieson) and Ms. Douglas is filling in as a TOC on Thursday and Friday's until the posting is filled. • Ms. Olson is the new ABA working with Ms. Friesen's class (Div. 16) • We would like to congratulate Ms. Jamieson on the safe arrival of her little girl, Olivia Lynn on May 2nd <p>Last month at school...</p> <ul style="list-style-type: none"> • Fire drill on April 12th was our best yet. All students were accounted for in under 5 minutes. • Substance Abuse Workshop on April 17th with Nancy Smith (Safe Schools) was attended by a limited number of parents however the information was well received • Parent Tea on April 26th was attended by over 60 parents. A great showing. • We Walk for Water event on April 27th was enjoyed by all students and staff with many commenting on the community feel within the school due to school-wide participation • Golf is going well with our grade 4-7 students (Div. 1-8) and will finish this week. Each class had 3 sessions and showed improvement in this short time • We wrapped up badminton and ultimate this month. The 	<p>PAC to send baby gift to Mrs. Jamieson and family.</p>

Item:	Discussion:	Action/Follow-up:
	<p>grade 5/6 badminton team placed first at their play day</p> <p>Upcoming in May...</p> <ul style="list-style-type: none"> • We have two remaining fire drills to complete this year as well as an earthquake drill • Planning is underway for a Multicultural day on June 1st. Parents who are interested in hosting a cultural information station are asked to contact the office • <u>Discussion with PAC:</u> Multicultural day – suggestion that we look to simplify the contributions from parents and students. Perhaps the focus can be on the children sharing their own personal heritage rather than having parents be responsible for large presentations. Kids love sharing foods from different countries and cultures. The first week of June is very busy for parents and volunteering with Fun Fair, the Staff Appreciation Lunch and the District Track Meet so an effort to keep multi-cultural day meaningful yet simplified would be appreciated by parents. • Track and Field is well underway with two mini-meets and the big meet remaining on the calendar • Interviews and hiring for Round 1 will begin on Tuesday, May 8th. It will be a very full week as 5 positions need to be filled by Tuesday, May 15th including a K/1, 2/3, 4/5, 6/7 and .8 LST. • Bingo Night is May 11th from 6-8:00pm. The grade 7's will be helping at this event and a call-out has been placed for additional parent support, approx. 6-8 parents. <p>Other...</p> <ul style="list-style-type: none"> • We are moving forward with an order for new laptops and will be making a final decision by the end of this week. Tentatively we estimate acquiring a combination of MacBook Air's and Dell's, external hard drives, and an additional cart (repurposing our oldest cart for the robotics equipment). • Two thoughts for presentations next year: <ul style="list-style-type: none"> ○ <u>The White Hatter</u>: An organization from Victoria led by retired police officers and cybersecurity experts with training in Open Source Intelligence (OSINT), that discusses digital literacy, internet & social media safety. The White Hatter provides workshops for parents, teachers and students and has presented at all secondary schools in south Surrey and over 400 schools in BC and the USA. More information is available at www.thewhitehatter.ca ○ <u>Green Thumb Theatre</u> – 'What If' performance for K-7: A heartfelt comedy about making friends and overcoming social anxiety. Short video clip is available at www.greenthumb.bc.ca/whatif.html 	

Item:	Discussion:	Action/Follow-up:
	<p>Received feedback from Dirk (Grounds):</p> <ul style="list-style-type: none"> • Items such as tether ball poles, custom signs, bike racks, benches, picnic tables, basketball courts, ball hockey courts, goal posts, garden fencing and gaga ball courts are funded by the school. The Grounds Maintenance department will provide the following services to assist you with this project: <ul style="list-style-type: none"> ○ A project coordinator from the Grounds Maintenance department will prepare the construction drawings, specifications and requests for quotation. After confirming the quotation with you, we will hire the contractor. The contractor will supply and install the equipment. Grounds Maintenance will coordinate all construction meetings and sign off on all invoices. ○ Deadlines for summer (July 1-Aug 31) installation is March 1st. Requests received after March 1st will be schedule for fall installation. ○ Preliminary estimated cost: <ul style="list-style-type: none"> ▪ 1. Single SD36 standard bench on concrete slab is \$2,500. ▪ 2. Single SD36 standard bench supplied and installed on existing concrete \$1,500 ▪ 3. BB standard 10' hoop. \$5,500  <ul style="list-style-type: none"> • Sorry, additional planter boxes are not being approved at this time. • <i>Discussion with PAC:</i> Parents concern that we need to make playground improvements with current funds as many of the parents who have done the fundraising will be leaving the school and haven't seen any improvements. Work on a proposed plan and post the idea for parents – outdoor classroom/conversation area and improved basketball hoops. <p><i>Grade 7 events...</i></p> <ul style="list-style-type: none"> • Bingo Night will take place this Friday, May 11th from 6:00-8:00pm • Fundraising continues well. Currently the fundraising team 	<p>Susan – to review past gaming licenses to determine what money is designated for playground.</p> <p>Erin & Ms. Colter to coordinate with Ms. Colter and Dirk on getting the basketball hoops and the outdoor sitting area completed in the fall.</p>

Item:	Discussion:	Action/Follow-up:
	<p>has raised \$880.00. We require an additional \$1500.00 so will revisit final fundraising efforts after Bingo Night.</p> <ul style="list-style-type: none"> • Parent volunteers for camp have been selected and we are currently awaiting criminal records checks from a final few. <p><i>Additional Dates in May (also available on our school website)</i> Thurs. May 10th – Welcome to Kindergarten, 1:00pm Wed. May 16th – Special Track Meet at South Surrey Track Thurs. May 17th – Ready, Set, Learn, 1:00pm Mon. May 28th – Non-Instructional Day – no school for students Thurs. May 31st – Rock the Arts performance, 9:00am</p>	
Treasurer’s Report – April 2018	<ol style="list-style-type: none"> 1. PAC Account. All expenses trending as expected. Congratulations to all the organizers and volunteers supporting the Spring Fling. We are collecting final receipts and reconciling accounts and will have a final assessment for the June meeting. Also, another successful Spirit Wear promotion grossing over \$1000. 2. Wish List funds. To date 96% of Wish List items have been submitted. \$730 in requested funds have yet to be spent. Recommend we consider closing Wish List submissions for this school year given there are only 2 months left. 3. Gaming Account. We’ve leveraged Gaming funds in support of the annual Field Trip fund as well as the Theatre Performance. All Gaming funds must be spent in accordance with grant guidelines from Gaming. 4. School and District PAC Accounts. 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 and category. To date almost 70% has been spent but there is still just under \$1700 remaining in classroom funds. 	
Recreation Items Update	Ms. Colter to follow up with Mr. McIndoe on any remaining outdoor sports items that need to be purchased for each classroom. The school may be able to purchase these items cheaper than PAC. If any PAC assistance is required for the purchasing, Ms. Colter will contact Adam Harmer. PAC would like these purchases made as soon as possible so kids can enjoy the equipment in the good weather! A reminder that ball pumps should be included in the purchase. Pumps can be in the classroom bins or be the responsibility of the door monitors.	Ms. Colter to follow up with Mr. McIndoe on the purchase of any required outdoor classroom playground equipment.
Spring Fling Update	Ally Ulmer, her adorable son Torin, and representatives of the Spring Fling team were in attendance. Their team has pulled off another incredibly successful fundraising and community event! THANK YOU.	

Item:	Discussion:	Action/Follow-up:
	<p>Discussion on clarifying the roles of the fundraising committees and PAC executives. All committees and the Exec roll up under the broader umbrella of PAC. Fundraising/event committees have autonomy over the planning and execution of their events yet need to liaise and report to PAC Exec on all financial/money handling matters. Committees can also leverage PAC Exec for communications support if required. Erin requested a final financial report for the event. Susan and the Spring Fling team will produce a final financial perspective for the next meeting.</p> <p>Ally and team are going to take a well-deserved rest before planning starts for next year’s event!</p>	<p>Susan and spring fling team to prepare final financial report for this year’s event.</p>
Volunteer Discussions	<p>A recurring issue is how to get more parents involved in volunteering for PAC activities. Jackie V. and Stacey M. are hoping to recruit parents from younger grades to help with Hot Lunch. Look for opportunities to mentor, cultivate and recruit new volunteers. Jen H. and Erin S. suggested that we put out more feelers for “helpers” and “assistants” since asking for coordinators or people to run events is daunting for new parents. Need to improve our intake for some of the smaller tasks and roles so we can cultivate people to be comfortable with some of the larger roles.</p> <p>It was suggested by Erin S. that we have a volunteer coordinator role to help foster these relationships and manage those willing to give their time and by Kathy M. advised that this role is available to anyone interested in fulfilling it.</p> <p>There was discussion about further involvement of parents in the classroom on hot lunch days, especially on days like hot dog days where the younger kids need help with food prep. Jackie V. and Mrs. Colter are going to discuss the hot lunch plans further, including any notifications to the logistics.</p>	
Spirit Wear Update	<p>Hilary is looking for approval to purchase 200 cinch bags for Kindergarten and new students. This order would provide enough bags for the next 2 years at least and allows us to get a better price than ordering a smaller amount. Ms. Colter requested that cinch bags be kept at the front office and Ms. Rebiffe can help with distribution as she has access to all the new student information.</p> <p>Erin raised a motion to approve up to \$1200 to purchase 200 cinch bags. Kathy seconded. Motion passed.</p>	
Fun Fair Update	<p>FUN FAIR: Saturday, June 2nd from 11-2:00 pm.</p> <p>Matt Johnston is working hard behind the scenes preparing for this year’s Fun Fair! The list of volunteer positions will be ready to go out</p>	

Item:	Discussion:	Action/Follow-up:
	<p>this week. Elgin students have been signing up to help. Matt will be meeting to review the plan with Ms. Colter next week.</p> <p>Here are the volunteer sign-up links for this year's FAIR.</p> <p>Until then, reserve your volunteer spot to ensure you get your top pick to help! https://www.volunteersignup.org/9XQCC</p> <p>And don't forget to put yourself down for a cake...or two...or three...kids love to bake for the cake walk...https://www.volunteersignup.org/FA4EA</p>	
<p>PAC Executive Nominations 2018-2019</p>	<p>All the PAC Executives positions will need to be voted in at the June meeting. With the Secretary and Chair retiring, the following people have come forward for nomination/election.</p> <p>President – Heather Seabrook Vice-President – Matt Johnston Co-Treasurer – Carla Perrin Co-Treasurer – Kimberly Seversen Past-President – Kathy Matty Secretary – available!</p> <p>Erin made a pitch for having someone step forward to be secretary or for two people to share the position with one person doing daytime and the other doing evening meetings. If a nominee does not come forward in June, we can look for candidates again in September.</p>	
<p>Misc. Other Business</p>	<p>Erin has prepared a PAC summary document that provides teachers and staff with an overview of the programs, purchases and events PAC supports. The goal is to ensure teachers and staff understand the funds available to them each year and the process for requesting PAC financial support. Ms. Colter will provide a copy of this document to all the staff.</p> <p>SOGI – Sexual Orientation Gender Identification– Lisa S. and a few other parents had questions on whether SOGI education is offered to all students and if it is now part of the curriculum. Some concern was expressed that students were receiving training/education on SOGI without parental consent. Ms. Colter clarified that SOGI is a policy and program of inclusion, to ensure all students are supported in accordance with how they identify themselves. It is not a proactive education process to provide all students with options on how to see or identify themselves differently. The school (teachers, staff, administration and students) are required to ensure that any child that is going through a change or transition in their gender identity is supported and included. Ms. Colter offered to have additional discussions with any concerned parents outside of the PAC meeting.</p>	<p>Ms. Colter to distribute final document to teachers and staff.</p>

Item:	Discussion:	Action/Follow-up:
	<p>The Elgin and EMS scholarships application forms are being submitted this week. There are two \$500 Elgin scholarships and one \$500 EMS scholarships. The following guidelines that were established in the December 2017 PAC Meeting.</p> <p>Elgin Secondary: 2 scholarships of \$500 each</p> <ul style="list-style-type: none"> • Students need to apply to receive the scholarships. • Two scholarships are available – one for a female student and one for a male student • If no males apply, both can go to female students if more than one female has applied. • If no females apply, both scholarships can go to male students if more than one male has applied. • If only one student applies – only one scholarship will be awarded • If no students apply – no scholarship will be awarded. • All applicants must have been at Crescent Park for 5 school years between K-Grade 7. • Applicants must demonstrate good citizenship, academic ability and financial need. <p>Earl Marriot: 1 scholarship of \$500</p> <ul style="list-style-type: none"> • Students need to apply to receive the scholarship. • One scholarship is available • All applicants must have completed the late French Immersion Program at Crescent Park for Grades 6-7 • Applicants must demonstrate good citizenship, academic ability and financial need. <p>Pam Robertson confirmed that a second iGirl workshop has been booked for Thursday, June 7th after school 3-5:00 pm. There are up to 30 spots available. Can be open to Grades 4-7 girls. Ms. Colter to send information to people on wait list and to make it open it up for others.</p> <p>Gardens were updated by the ECO patrol last week. Mrs. McClure and Mrs. Friesen will have the ECO patrol water the gardens until the end of the year.</p> <p>Staff Appreciation lunch is Tuesday, June 5th. This is an annual event where parents put on a fully catered lunch for all staff in the library. Pam, Hilary and Jackie will organize the lunch, Erin will arrange the flowers. Pam will have the volunteer sign-up list for food/volunteer contributions available next week.</p> <p>Sports Day is June 15th. Apple snacks have been donated. Water Jugs will be available for kids to refill their water bottles. PAC</p>	

Item:	Discussion:	Action/Follow-up:
	<p>approved \$550 to purchase a pizza snack following the morning events.</p> <p>Out of school events on hot lunch Wednesdays: Discussion on the issues that out of school events on Wednesdays present to the Hot Lunch Team. Events like field trips, sporting events etc. create challenges for food safety and overall organization. As an example, the Wednesday, May 9th track meet will create a logistical issue for the Hot Lunch Program as there are around 100 kids who will be at the track meet. There are numerous vendors who cannot be rescheduled and due to food safe issues, food cannot be transported to the Track for distribution. The Hot Lunch team will do their best to put all food aside in the fridges for the returning track kids. (NOTE: The Hot Lunch team stayed all day Wednesday to ensure the track and field athletes returned to a fresh hot lunch at 2:00pm. Thank you!!)</p> <p>Front office snacks: Ms. Colter advised PAC that the front office no longer keeps granola bars and other snacks at the office for kids who've forgotten their lunches or who need an extra snack. She now has apples for kids who don't have their lunch or need a snack. PAC and Hot lunch team agreed that from now on, PAC will provide bag of apples a week for the office to ensure that any hungry students have a healthy snack option. PAC also made a note to add the Principal to the list of discretionary funds for each budget. \$250 for the Principal/front office as many of the snack items and other support materials come out of pocket.</p>	
Adjourned	Motion to adjourn at 11:00.	

Crescent Park Elementary PAC

2017-2018

May 2018 Treasurer Report:

Prepared by: Susan Vanin and Carla Perrin

Bank Balances:		
Gaming Casino Fund	2-May-18	\$13,248.63
Crescent Park PAC	2-May-18	\$69,197.34
School Account*	2-May-18	\$4,479.39
District Held PAC*	2-May-18	\$1,316.00
Total		\$88,241.36

* Administered by CP Elementary.

PAC General Account: May 2, 2018	Income:	Expenses:
Hot Lunch	\$69,441.96	\$40,505.04
Movie Night	\$1,538.85	\$443.19
Spirit Wear	\$9,054.23	\$8,055.52
Spring Fling		
Wish List / Teachers Fund		\$30,805.58
Other	\$3,059.00	\$7,047.25
Total	\$83,094.04	\$86,856.58

Gaming: May 2, 2018	Income:	Expenses:
Grant	\$7,340.00	
Field Trips & Sports		\$5,700.00
Fine Arts Performances		\$968.70
Scholarships		
Raffles: Spring Fling / Fun Fair / Movie night	\$50.00	
Administration		
Total	\$7,390.00	\$6,668.70