

Crescent Park Elementary PAC September 2018 Monthly Meeting

Date: Monday, September 10, 2018

Location: Library

Time: 9:00-11:00 am

Attendees:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Heather Seabrook (President) • Kathy Matty (Past President) • Erin Mazza (Secretary for this meeting) • Ms. Colter (Principal) • Yvette Callewaert • Kimberley Severson (Co-Treasurer) • Carla Perrin (Co-Treasurer) • Leslie Parker • Erica Ansah • Hilary Gottschalk • Joanna Jia • Laura Langton | <ul style="list-style-type: none"> • Catherine Newell • Courtney Patterson • Jackie Vuilleumier • Connor Bradie • Erin Schmidt • Yi (Joy) Zhou • Diana Chen • Stella Zhao • Susan Vanin • Anna McKenzie • Yali (Mary) Zhai • Ines Ghozzi |
|--|--|

Item:	Discussion:	Action/Follow-up:
Call to order	Heather called meeting to order at 9:05.	
Minutes	An update to the June minutes was made to announce that Matt Johnston's family has relocated, and Matt will not be able to fulfill the role of Vice-President. Matt did not want to leave us in a bind and even offered to fill the role until we found someone else. We wish Matt and his family all the best!	Erin to update Minutes and resend to Heather.
Principal's Report	<p>Staffing</p> <p>1. Class Organization for 2018-19: (*New)</p> <p style="padding-left: 20px;">Current figures: 17 divisions (increase from 16 divisions in 2017-18) 389 students</p> <ul style="list-style-type: none"> • Grade 7 FI – Mme. Goguen – Teacher in Charge • Grade 7 – Mr. Wiebe • Grade 6/7 – Mr. McIndoe • Grade 6 FI – Mme. Hashmi • MACC 5/6/7 – Mrs. Jessa* • Grade 5/6 – Mrs. Dhahani • Grade 5/6 – Mrs. Sidhu (announced in newsletter at end of Sept 10) • Grade 5 – Mrs. Onions* (for Mrs. Jamieson's maternity leave) • Grade 4/5 – Ms. Tutte* • Grade 3/4 – Ms. Horn • Grade 3/4 – Mrs. Spoor • Grade 2/3 – Mrs. Svab* 	

Item:	Discussion:	Action/Follow-up:
	<ul style="list-style-type: none"> • Grade 2/3 – Ms. Watanabe* (for Mrs. Laskiwski’s maternity leave) • Grade 1/2 – Mrs. Jack • Grade 1 – Mrs. Hildebrand • Kindergarten – Mrs. Price and Mrs. Vanstone • Kindergarten – Mrs. Friesen <p>2. Non-Enrolling Update:</p> <ul style="list-style-type: none"> • LST – Mrs. Shroeder (1.0) • LST - Mrs. Leonard (0.8)* • Integration Support Teacher (0.9) – Mrs. Clancy • Library (0.7) – Mrs. Bittner • Music (0.5) – • Band (0.2) – Mr. Lord • Intermediate Prep (0.45) – Ms. Maier* • Counsellor (0.4) – Ms. McNabb • CYCW (0.6) – Ms. Turecki <p>3. Room changes / allocations:</p> <ul style="list-style-type: none"> • Due to our increased division the music room will become an extra classroom. Music will take place in classrooms and the library on Wednesday. Band will take place in the gym. • Note: <i>Ms. Colter asked that we remind students that the stage is off limits until a home can be found for the larger music equipment. Kathy Matty asked if we needed a rack for the music equipment? Ms. Colter is going to utilize some of the large cupboards in the classroom in the office and a longer-term solution for the larger equipment – drum sets etc. – is being investigated.</i> • The library reno is almost complete except for a few electrical outlets & digital connections and the library office. • The daycare and the IST will continue to share a room in the primary wing <p>This month...</p> <ul style="list-style-type: none"> • Coffee & Chat on Monday, Sept. 17th from 8:30-9:15am <ul style="list-style-type: none"> ○ This month’s theme: Welcome New Families! • Note: <i>Ms. Colter clarified that these sessions are not meetings for PAC or the school but an opportunity for parents to get together and hang out. The format and tone are to be casual and inclusive.</i> • Terry Fox run will be held on Friday, Sept. 21st in the afternoon • Orange Shirt Day: Every Child Matters will be held on Friday, Sept. 28th. Order forms will go home today. 	

Item:	Discussion:	Action/Follow-up:
	<p>Sports...</p> <ul style="list-style-type: none"> • Cross Country: Cross-country season for all grades 3-7 students has started early this year (Fri. Sept. 7th) and will continue each Monday, Thursday and Friday until the end of the season. Races will take place each Tuesday for five weeks from Sept. 18th to Oct. 16th. <p>Upcoming...</p> <ul style="list-style-type: none"> • Thurs. Oct. 4th - Photo Day • Wed. Oct. 10th Michael Bortolotto will be speaking to our students about inclusion. He will give three 60-minute presentations throughout the day to grades 6 & 7, 3-5 and K-2. Visit www.positiverebel.ca for more info. <p>Other...</p> <ul style="list-style-type: none"> • School calendar's will be distributed to families this week. • Wish list from the PAC: Teachers have been asked to submit their requests by Friday, Sept. 21st <p>Additional discussion items from PAC:</p> <p>Parking Safety: despite prior communications, there is still unsafe conditions in the City Parking lot and in front of the school. Ms. Colter has reached out the school RCMP contact about monitoring the school zones on 24th and 128th. Kate suggested some large easels that would hold neon green slow down signs to attract driver's attention. Ms. Colter to invite the local RCMP contact to meet with herself and Heather to determine what else can be done to enforce the traffic concerns.</p> <p>Crosswalk on 25th and 128th by corner store – this crossing is as busy as the one at 24th and 128th but is not monitored. Suggestion that we place buckets of flags on either side of the road so kids can pick up a flag to wave as they cross the road and then leave it in the bucket on the other side. Parent volunteers could ensure that the buckets are out in the morning and taken in at night. Questions on revisiting the plans David A'Bear had started to have a parent/student crossing guard solution for this location.</p> <p>Combined Classes: Catherine Newell asked if there is a reason why we have so many combined classes versus straight grades? Ms. Colter indicated that the district supports combined classes and that they work well with the new curriculum. When combining classes, they aim to ensure that they are balanced in numbers between the two grades and that there are at least 10 children in each grade.</p>	<p>Ms. Colter to invite the local RCMP contact to meet with herself and Heather to determine what else can be done to enforce the traffic concerns.</p> <p>Ms. Colter to revisit the work done by David and determine if we can find a volunteer solution for the crossing at 25th and 128th.</p>

Item:	Discussion:	Action/Follow-up:
Executive updates and Elections	<p>Heather raised a motion to have Leslie Parker and Melissa Pals voted in as co-secretaries. Erin seconded the motion and it passed unanimously.</p> <p>Thank you to Leslie and Melissa! They will share secretary duties and ensure coverage for morning and evening meetings.</p>	
Treasurer’s Report – Year End 2017-2018 School Year	<p>Thank you to the families of Crescent Park. Through the various PAC fundraising efforts in the 2017-18 school year, we raised over \$38k to support key programs and initiatives for the students at Crescent Park. The PAC works hard to re-invest the money raised to address critical programs such as purchasing over \$18k in computers and technology equipment.</p> <ol style="list-style-type: none"> 1. PAC Account. Income and Expenses closed as expected. We’re starting the 2018-19 fiscal with a healthy balance of \$63k. 2. Wish List funds. The PAC supported over \$28k of wish list items for the school last year. Wish list items remain with the school. 3. Gaming Account. We’ve leveraged Gaming funds in support of the annual Field Trip fund, Theatre Performance, and scholarships. All Gaming funds must be spent in accordance with grant guidelines from Gaming. We’ll hear the results from our submission for the 2018-19 Gaming grant in September. 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. We closed the year with just under \$2.3k in these accounts and will work to reduce the balance throughout the year. <p>Carla provided an update on the signing authorities – past Executive have been removed and Leslie Parker will be added.</p> <p>Reminder that the Budget meeting is on Monday, October 1st at 7:00 pm in the library. Pizza will be provided by Panago. The annual budget meeting is where most of the decisions on how PAC money is spent will be made. Please attend to have your say!</p>	<p>Reminder: budget meeting is on Monday, October 1 at 7:00 pm.</p>
Visitor Policy	<p>Ms. Colter reminded all in attendance that all visitors/parents MUST report through the front door of the school. The exception is primary parents who are bringing children into the school at the morning bell through the primary doors. It is expected that parents will exit through the same primary doors rather than travel through the school to exit by the office.</p>	

Item:	Discussion:	Action/Follow-up:
	<p>We have many new staff who don't know any of our parents and even if we've been roaming the halls for years, these teachers do not know who we are and are trying to keep our kids secure. Please sign-in at the office and wear a visitor's badge.</p>	
<p>Back to School BBQ</p>	<p>The Back to School BBQ and meet the teacher night is on Tuesday, September 25th.</p> <p>Classrooms will be open for parents to meet with teachers from 4:30 – 6:00pm. The Barbecue will have meals ready starting at 5:00.</p> <p>Order forms for BBQ items were sent home with students on Sept 10th and orders must be in by Sept 14th. Families are encouraged to bring picnic blankets and chairs.</p> <p>Erin Schmidt is coordinating the BBQ but will need some help the day of. Please look for volunteer requests in the Crescent Park PAC weekly newsletter or on the Crescent Park PAC Facebook page.</p>	<p>If you'd like to help with the Back to School BBQ contact PAC.</p>
<p>Annex 100-year celebration</p>	<p>Laura Langton is proceeding with plans for the 100-year celebration at the Annex on Saturday, September 29th from 11-2 pm. Laura is looking for a corporate sponsor to help cover the costs of the BBQ and is reaching out to past Annex families to attend and share stories. The event is open to everyone in the community.</p>	
<p>Gardens</p>	<p>PAC gave a big thank you to Yvette Callewaert and Pam Robertson for taking care of the gardens along the east side of the school during the summer. Suggested that the ECO patrol take over the maintenance of the gardens during the school year. Ms. Colter to follow up on the teacher lead and plans for the ECO patrol club this year.</p>	
<p>Hot Lunch</p>	<p>Jackie Vuilleumier, Stacey McIntosh and Hilary Gottschalk are heading up the hot lunch crew for this school year. The hot lunch program is one of PAC's largest fundraisers. Parents will be provided with an order form the week of September 17th and can purchase lunch items for every Wednesday starting in early October. Lunches are delivered to the school and distributed by the Hot Lunch team of volunteers. This year the menu options include Panago Pizza, Subway, Hot Dogs (a new delicious high-quality hot dog is debuting this year) and White Spot. Vegetarian sushi will be available each week and there will be gluten free options as well.</p>	<p>Hot lunch order forms go home the week of Sept 17th. First hot lunch day October 3rd.</p> <p>If you'd like to join the hot lunch team contact PAC.</p>
<p>Spirit Wear!</p>	<p>Our mascot at Crescent Park is the Cougar and our students proudly wear their Crescent Park Cougars clothing every Wednesday and for some kids, every day of the week! Hilary will be selling t-shirts, hoodies, sweatpants and other items later this month. There are children and adult sizes available. Hilary will aim to have a sample table ready for the back to school BBQ on September 25th.</p>	

Item:	Discussion:	Action/Follow-up:
Emergency Preparedness	There is a large storage locker located on the staff parking lot that contains emergency supplies for every student, staff member and visitor who may be at Crescent Park in the event of a major emergency. Lindsey and Adam Harmer are the PAC volunteers who make sure the locker is sufficiently stocked and that out of date materials are replaced. PAC covers the cost of all emergency goods. Once the numbers are finalized for this year, Adam and Lindsey will ensure the supplies are up to date.	
2018-2019 Wishlist	<p>Each year, teachers are asked to submit a wish list of items they need for their classrooms or to support programs at school. Ms. Colter vets these lists and provides a consolidated request to PAC in advance of the Budget meeting in October. The list is reviewed, and approvals are provided at the budget meeting. Ms. Colter has asked that all wish list items are submitted by September 21st.</p> <p>Suggested that the \$250 in discretionary funds that PAC provides to each division be made available as soon as possible. These discretionary funds are intended to help teachers, the principal's office, Music, LST and French with the out of pocket costs they incur throughout the year. For example, buying prizes, games, special occasions etc. Funds are managed and reimbursed by the office. Heather raised a motion, Erin seconded and it passed unanimously.</p>	Attend the budget meeting on Monday, October 1 st at 7:00pm to have your say on how PAC funds will be spent.
Student Education programs – Body Science	Each year PAC sponsors different student education programs. This year, PAC is scheduled to provide body science and awareness sessions to the K-7 students. While body science is part of the curriculum, teachers and the administration support PAC in bringing in a reputable, school-board sanctioned organization called Saleema Noon to provide age appropriate, body science content. Most schools in South Surrey use the same organization and they book up quickly. PAC aims to have Saleema Noon come during the spring/latter part of the year. A parent information session will be held closer to the time to answer any questions parents may have on the content and delivery of these sessions.	
October Movie Night	In that past, movie nights have been a great way to earn money for PAC by offering a fun event for students and families. Family friendly movies are screened in the gym during the evening and a concession is available for treats and goodies. This year the first movie night is Friday, October 26 th . PAC will be looking for volunteers to help run this event.	If you'd like to volunteer at movie night contact PAC .
Surrey Eagles Hockey night!	We can sell tickets for a Surrey Eagles hockey game. Suggested that the Grade 7s use this as a fundraising opportunity and to have the students do the promotion and marketing. Erin Mazza and Susan Vanin to take this on as a Grade 7 grad activity.	

Item:	Discussion:	Action/Follow-up:
Misc. Items, Other Business	Thank you to Esquires coffee on Crescent Beach Road for providing the coffee for parents in the gym on the first day back!	
Adjourned	Motion to adjourn at 11:00	

Crescent Park Elementary PAC 2017-2018

Year-end 2017-2018 Treasurer Report:

Prepared by: Susan Vanin and Carla Perrin

Bank Balances:		
Gaming Casino Fund	31-Aug-18	\$10,907.42
Crescent Park PAC	31-Aug-18	\$62,939.90
School Account*	31-Aug-18	\$865.40
District Held PAC*	31-Aug-18	\$1,392.84
Total		\$76,105.56

* Administered by CP Elementary.

PAC General Account: Aug 31, 2018	Income:	Expenses:
Hot Lunch	\$69,695.71	\$56,032.08
Movie Night	\$1,538.85	\$443.19
Spirit Wear	\$9,064.25	\$9,899.43
Spring Fling	\$18,939.37	\$2,455.31
Wish List / Teachers Fund		\$31,278.93
Other (Fun Fair, Hospitality, Programs)	\$8,574.75	\$13,953.27
Total	\$107,812.93	\$114,062.21

Gaming: Aug 31, 2018	Income:	Expenses:
Grant	\$7,340.00	
Field Trips & Sports		\$9,300.00
Fine Arts Performances		\$1,816.50
Scholarships		\$1,500.00
Raffles: Spring Fling / Fun Fair / Movie night	\$5,450.00	
Other		\$1,646.92
Administration	\$327.46	\$1.25
Total	\$13,117.46	\$14,264.67