

CRESCENT PARK ELEMENTARY PAC MINUTES



Date: Monday, November 21, 2022

Time: 7:30 – 9:00 pm

Location: Virtually (Zoom)

Item	Discussion	Follow-up
Call to order	Meeting called to order by Leslie @ 7:32 pm	
Acknowledgement	We would like to acknowledge the shared, unceded traditional territory of the Katzie, Semiahmoo, Kwantlen and other Coast Salish Peoples on which we work, play and learn.	
Attendance	Attendees <ul style="list-style-type: none">• Leslie Parker – President• Amber Magnus Co-Vice President• Kelsey Gares – Co-Vice President• Erin Yeager – Treasurer• Pinder Tatlay – DPAC/Past President• Shelley Brett – Principal• Jolene Elder, On coming principal (January 2023)• Noni Magon• Brittany White• Samuel Oyelene• Stephie Hammond• Carlie Oyhenart• Jordan Edworthy	
Approval	Approval of October meeting agenda <ul style="list-style-type: none">• Discussion of budget for the grade 7 leaving party PAC donation clarified: \$1500 from PAC funds, \$1200 projected for Purdy's fundraiser	

Item	Discussion	Follow-up
	<ul style="list-style-type: none"> Motion to approve amended minutes by Leslie Parker, 2nd by Erin Yeager <p>Approval of agenda for this meeting</p> <ul style="list-style-type: none"> Motion to approve by Leslie Parker, Seconded by Amber Magnus 	
Principals report	*Report attached	
Treasury report	*Report attached	
DPAC Report	* Report attached	
Old Business	<ul style="list-style-type: none"> Holiday hampers- Shelley to contact our sister school, Riverdale to assess need Winter dance- Kelsey to review dates Santa Breakfast- Dec 16- volunteer sign up early December Holiday craft- Ice cream cones supplied by the school, icing to be supplied by the PAC. “Deck the Halls” Hot chocolate and candy canes to be decided on the date. Art cards- We will do a generic art cards fundraiser in the Spring- Kelsey will lead this Crescent Park staff holiday gifts- Carlie Oyhenart to purchase- Pinder will forward breakdown Emergency supplies/ earthquake kits- reviewed in Principal’s report School play- rehearsals and ticket sales are underway- Thank-you to all of the volunteers, staff and students! Hot lunch- going well, no concerns. Grade 7’s are selling Samosas every other Friday to raise money for the grade 7 leaving ceremony Spirit wear- January 2023- to come House team shirt on hold for now Parking lot safety- PAC encourage everyone to be vigilante 	

Item	Discussion	Follow-up
	<ul style="list-style-type: none"> • Garden boxes- Thank-you to Div 3, Mr. McIndoe’s class for their clean up efforts, work to resume in the spring • Basketball court line painting- work order has yet to be fulfilled, will continue to inquire 	
New Business	<ul style="list-style-type: none"> • West Jet tickets- Stephie Hammond to reach out to Adam Harmer re: same. Thank you Adam for the donation of your time, resources and tickets. • Spring fling- Kelsey Gares and Amber Magnus are organizing this fun event. Thank-you Kelsey and Amber for your time and resources. • Funfair- Kelsey Gares volunteers to lead this event- Pinder Tatlay to gather information about the TD Community Grant and Schill Insurance • Teacher’s appreciation lunch- Carlie Oyhenart to lead, considering a date for mid May- will decide after the winter break, Pinder Tatlay will assist with fundraising for this event. Thank-you Carlie and Pinder for your time and resources • Discussed different options 	
Conclusion	<ul style="list-style-type: none"> • Meeting adjourned at 8:54 • Next meeting January 16, 2023 at 7:30 pm via Zoom 	

PAC MEETING
Principal's Report
November 21, 2022

School Updates

Class Organization for September -June, 2023:

Current figures: 15 divisions
 339 students in-school
 1 Homeschool

Total enrolment: 340 students

Staffing Updates:

Olivia Kuenzig	Division 1 FRIM 7
Lana Fransen	Division 2 Gr. 7
Scott McIndoe	Division 3 Gr. 7/6
Shikara Graff	Division 4 FRIM 6
Sweta Choudhary	Division 5 Gr. 6
Leanne Jamieson	Division 6 Gr. 5.
Lori McClure	Division 7 Gr. 5/4
Kiera Wladichuk	Division 8 Gr. 4
Val Dhanani	Division 9 Gr. 3
Wendi Spoor	Division10 Gr. 3
Mary-Lou Svab	Division11 Gr. 2
Heidi Jack	Division12 Gr. 2/1
Lindsay Dean	Division13 Gr. 1
Jacqueline Price	Division14 Kindergarten
Sarah Friesen	Division15 Kindergarten

Emergency Drill Updates

Emergency Drills

Each year we are required to complete:

- 6 fire drills (three before mid-year and three by June)
- 2 earthquake drills
- 2 Lock Down / Hold & Secure drills.

We completed fire drill #1 on September 28th. Completed first earthquake drill on October 20th.
Next fire drill is on Wednesday, November 23.

Staff Pro-D

Our next Professional Development Day is February 24th. Staff will participate in professional learning offerings provided at the district/school level. Our school has a student learning focus on Social and Emotional Learning (SEL) and we are part of a district initiative to build capacity in this area.

This Month....

Volleyball

Practices for Boys will be:

- Monday (after school, 2:30-3:30pm)
- Wednesday (morning 7:30 am)
- Thursday (every other Thursday after school- due to Girls Games)

Practices for Girls will be:

- Tuesdays (after school)
- Thursday (morning 7:30 am)

Co-Ed Practices for both boys and Girls

- Friday morning open gym
- Most lunchtimes open gym

Games for Boys will be Wednesday 2:45-3:45

Games for Girls will be Thursday 2:45- 3:45

Even if your child can't make games, we still love to see everyone practicing and developing their skills. Not every child may attend games each week due to high participation, but we will be sure each child gets equal opportunities to compete.

The volleyball play day for our Boys' team is on Monday, November 28 from 1-4pm

The volleyball playday for our Girls' team is on Thursday, December 1 at from 1-4pm

If you have any questions, please don't hesitate to ask. We will be needing parent drivers once we find out our volleyball schedule. Thank you parents and we look forward to welcoming you as fans this year.

Coaches:

Mr. McIndoe/ Ms. Kuenzig/ Mrs. Jamieson/ Mrs. Dhanani/ Ms. Schroeder

Mcindoe_scott@surreyschools.ca kuenzig_o@surreyschools.ca jamieson_leanne@surreyschools.ca

School Spirit Days:

Ms. Fransen, our grade 7 teacher, with some help from Ms. McClure and Ms. Wladichuk are supporting our grade 7 student leadership team. The students have fancy leadership team Tshirts. One of their important jobs is to build school spirit and they will help with promoting school spirit events, taking photos on spirit days, score collection for our house team points and other school initiatives planned by our spirit team.

Every Wednesday is CP spirit day. Students earn house team points when they wear their CP spirit wear. Other school spirit days are planned by our intermediate classes with their teachers. Students can look forward to PJ day, Crazy Hair/hat day, Team Jersey Day, Multiples day, and other days the classes plan.

Thanks for participating and getting the kids involved and bringing spirit and our school community together!

Staff Wish list:

Need 10,000.00 for new iPads and Laptops. Our technology is beginning to show its age and to stay up to date with latest operating systems must continue to upgrade our technology. We had budget cuts this year and were not able to purchase any tech. Also, very little rental income generated in the past 3 years due to COVID. I put in an application for Best Buy Tech grant for schools, but our district also submits grant applications as well, so will see what happens.

School Musical:

Al's TTOC wage which is about 9,000.00, depending on the number of days he works full time at the school. Electrical rentals for lighting are about \$1500.00. He also has another musician who accompanies him for the performances, not sure of the cost.

The 5000.00 donated by the PAC is not returned to the PAC. Ticket sales pay for the chair rentals and the lighting as well as the remaining costs incurred for AL Pichler. Estimated cost for the entire production is \$12,000.00. The school does not have a budget for this, hence the request for PAC donation. The plan is to charge \$10.00 per ticket. Seating capacity in the gym is around 275 to 300. If all performances sold out (which is doubtful as afternoon performances not as popular as evening) estimated revenue is 11,000 to 12,000 dollars. We will create a musical account and if there is any money left over after all bills are paid, we will return to the PAC. This really is about providing an amazing school musical experience for the students and the community.

Our school Musical, Oliver is just one week away. Thank you to our parent volunteers and Kelsey Gares for leading this endeavour. Stage cleaned off, staging back drop is hung and the stage and risers arrive Monday, November 21. Our first dress rehearsal is Friday, November 25 and a second one on Monday, November 28th in the morning. Performances are Tuesday and Wednesday afternoon at 12:45 and evening at 6:00.

Doors open for seating for afternoon performances at 12:15 and 5:35 for evening performances. Students may be dropped off at their classrooms at 5:30. Cast actors will need to arrive earlier for makeup application. Kelsey has organized parent volunteers to sell tickets on Monday and Tuesday from 2:10 to 3:00 by the office. We are limiting 4 tickets per family per performance on our first release of tickets. All remaining tickets will be sold on Thursday and Friday to families wishing additional tickets. Tickets are \$10.00. We are encouraging families to ask another parent to purchase tickets for them if they cannot come in person during ticket sale times, rather than sending money with their children. We have 280 tickets available for each performance. Once the rental chairs arrive on Friday, November 25 and we set them up, we can add additional seats if there is room.

COVID Updates...Most restrictions are lifted, we can run at full capacity, masks are optional,

We are continuing with existing safety measures:

- Visible arrows to indicate the flow of traffic in all hallways.
- To ensure maximum distancing, students are to walk in hallways and stay to the far right as much as possible.
- Hand washing/sanitizing procedures remain the same, students sanitize their hands before entering the classroom, before and after eating, and before they leave the classroom.
- The daily health checks continue to be an integral safety measure to limit the spread of COVID. Please do not send your children to school if they are sick.

Upcoming dates:

[Info Requested by PAC on Emergency Bins](#)

In June 2019, Safe Schools, in partnership with the Superintendent's Department, purchased basic emergency supplies for schools in the event of a wide-scale disaster requiring shelter-in-place. These supplies are a universal list of items based on suggestions from a cross-section of Surrey principals, vice-principals and Safe Schools staff, combined with the Ministry of Education and Emergency Management BC's suggested list of supplies. The supplies arrived at school sites during the summer in two 65 gallon yellow rolling storage bins. These bins are currently located in our outside container.

The list of included items is below:

DESCRIPTION - VENDOR ITEM #
• 65 Gallon Yellow Rolling Storage Bin
• Level 2 Kit Soft Pack w/pocket mask
• Western Pocket Mask w/ headstrap - 80-9250
• Reusable Hot/Cold Packs 4.25"x11" - ffhc87004
• Ansell Vinyl PF Gloves 100/bx L 34-725 - 105049
• Toilet Bucket
• Toilet Bags with Bio Gel
• 5 Gallon Empty Water Jug
• Garbage Bags (case) 100 per case
• **Toilet Paper Roll -
• 3M Antiseptic Gel 115ml 9325 - 9325
• **8 x 10 Tarps - T002436G
• **Poly Rope 1/4" x 100' - R001952-100
• **Duct Tape - Nashua 308 2"
• **Space Blankets - MF ETB1
• **D Size Flashlight BEK2D-A - BEK2D-A
• **Alkaline D Size Battery AL-D - AL-D
• W.S. 4 Pocket Traffic Vest Lime -
• WORK HORSE N95 20/BX DISPOSABLE MASK SRS1010 - SRS1010
• CHEM SPLASH SAFETY GOGGLES EP20 - SEPG21 1TQ
• Split Lthr Patch Palm Glove 710
• **Emergency Foil Water Datrex Water 125ml - DX1000W
• **Emergency Food Blue Food Ration 3,600 kcal - DX3600F



FINANCIAL DASHBOARD

October 2022

Date

Sep - Oct 2022 MONTHS ▾

2022

JN JUL AUG SEP OCT NOV DEC

INCOME STATEMENT - YTD

	Actual	Budget
Income	\$50,842	\$112,650
Art Cards Program		\$2,400
Donations		\$1,500
Floral Program		\$850
Fun Fair		\$10,000
Gaming Grant	\$7,000	\$7,000
Hot Lunch Program	\$37,860	\$60,000
Neufeld Farm Program	\$5,982	\$12,000
Purdy's Program		\$1,200
Spirit Wear		\$2,700
Spring Dance		\$15,000
Expenses	\$27,616	\$107,600
Administration	\$4	\$600
Fieldtrip Fund	\$5,100	\$5,100
Fun Fair Fund		\$10,000
Garden Maintenance		\$500
Gift Account - Leaving Teachers		\$200
Grade 7 Grad Donation		\$2,700
Hospitality	\$60	\$3,500
Hot Lunch	\$7,427	\$45,000
Library		\$300
Movie Night Fund		\$1,000
Neufeld Farm	\$4,775	\$9,550
Santa Breakfast Fund		\$2,000
Scholarships		\$1,500
School Musical Fund	\$5,000	\$5,000
Spirit Wear Fund		\$2,500
Sports Day Snack		\$400
Spring Dance Fund		\$7,000
Student Education Programs		\$3,500
Teachers Fund	\$5,250	\$5,250
Winter Dance Fund		\$2,000
Net Income	\$23,227	\$5,050

Fiscal

2021/2022

2022/2023

Variance (%)

359.9%

Fiscal

2021/2022

2022/2023

FINANCIAL COMMENTS

~ Review October 2022 Financials
 ~ Review / explain \$2700 Grade 7 budget fund - allocation

SCHOOL ENROLLMENT STATS

Div 1	24	Div 9	21
Div 2	28	Div 10	20
Div 3	25	Div 11	20
Div 4	15	Div 12	21
Div 5	28	Div 13	21
Div 6	28	Div 14	19
Div 7	25	Div 15	18
Div 8	27		
Kindie	30	Grade 4	42
Grade 1	39	Grade 5	38
Grade 2	30	Grade 6	59
Grade 3	41	Grade 7	61
Total Student Enrollment			340

Date

Oct 2022 MONTHS ▾

2022

JN JUL AUG SEP OCT NOV DEC

INCOME STATEMENT - BY MONTH

	Actual
Income	\$5,478
Hot Lunch Program	\$816
Neufeld Farm Program	\$4,662
Expenses	\$26,506
Administration	\$2
Fieldtrip Fund	\$5,100
Hot Lunch	\$7,427
Teachers Fund	\$5,250
Neufeld Farm	\$3,727
School Musical Fund	\$5,000
Net Income	-\$21,027

Fiscal

2022/2023

Month

October

BANK BALANCES

	Balance
PAC Gaming	\$3,222
PAC Operating	\$93,842
Total Cash	\$97,064

Fiscal

2022/2023

Month

September

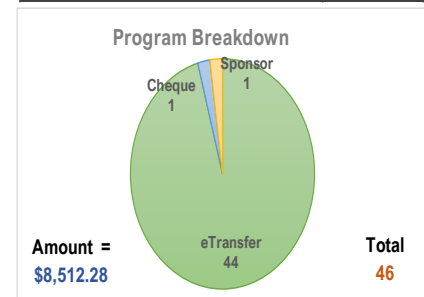
October

BALANCE SHEET

Assets	\$97,064
Cash in Gaming Account	\$3,222
Cash in Operating Account	\$93,842
Liabilities & Equity	\$97,064
Accounts Payable - Vendors	\$3,728
Retained Earnings (Previous Year)	\$70,109
Current Earnings (YTD)	\$23,227

PROGRAM SUMMARY

	Amount
Fall 2022	\$8,512.28
Grand Total	\$8,512.28



Program

Hot Lunch

Neufeld Farm

Term

Fall 2022