



## Cedar Grove Elementary PAC Meeting Minutes

Meeting Information: In Person at CGES		
<b>Date:</b> Wednesday, September 14 2022	<b>Time:</b> 7:00 – 9:15 pm	
<b>Chair:</b> Tamara Hedden/ Nicole Arnett	<b>Recorder:</b> Marissa Rizzo	
Attendance (16)		
Tamara Hedden, Co-Chair	Kathleen Colquhoun, Hot Lunch Coordinator	Marissa Fischer
Nicole Arnett, Co-Chair	Eliina Friesen	Debbie Rockall
Amy McKinnon, Treasurer	Kim Swaffield	
Marissa Rizzo, Secretary	Karen Graves	
Lia Cuccurullo, Principal	Tracy Aiken	
Urszula Dragowska, DPAC Rep	Devika Naidu	
Simon Croak, DPAC Rep	Lorna Richards	
Housekeeping	Action Items	
1. Call to Order 7:00pm		
2. Introductions		
3. Additions to Agenda: none		
<b>4. Outstanding Action Items:</b> <ul style="list-style-type: none"> <li>• <b>Completed:</b> <ul style="list-style-type: none"> <li>○ Change Signatories for banking to new PAC Exec</li> <li>○ Tamara, Nicole, Debbie, Marissa to arrange Lunch for sports day</li> </ul> </li> <li>• <b>Pending:</b> <ul style="list-style-type: none"> <li>○ Buddy Bench to be installed</li> <li>○ Lorna and Tracy to transfer funds and close CIBC accounts</li> <li>○ Amy and Lorna to submit 2019 Gaming report</li> <li>○ Kathleen to meet with Courtney to get Hot lunch duties transferred</li> <li>○ Tamara to figure out how many Thursdays in the school year for popcorn</li> <li>○ Tamara to connect with IGA for supplies for Welcome back BBQ</li> <li>○ Marissa to organize Teacher Wishlist</li> <li>○ Tamara to check if emergency kits were updated last year</li> <li>○ Nicole or Tamara to follow up with Theresa on previous years Sex Ed invoice</li> <li>○ Lia to reach out to Community Schools re: Breakfast program</li> <li>○ Lia to reach out to staff to inquire if anyone is interested in taking on the garden cleanup and maintenance with their class</li> <li>○ Simon to provide a quote on costs for dirt and garden supplies</li> </ul> </li> </ul>		
Regular Reports	Action Items	

<p><b>5.1 Principal's Report: Lia Cuccurulo</b></p> <ul style="list-style-type: none"> <li>We have some new staff joining us this year, Jamie Sadler will be taking over the principal role in November, Hugo Unwin is teaching grade 6/7, Peter Brampton is teaching grade 4/5, Eliina Friesen is teaching grade 2/3, Caron Young and Sabrina Van Der Stelt are filling in for EA's on leave.</li> <li>September is a busy month, with Meet the Teacher/ Welcome Back BBQ with a talk from Indigenous author, Monique Grey Smith, called "Strengthening the Bridge to School" on Sept 22. Jess Dance and the Cops For Cancer Tour de Coast will be visiting CGE Sept 22. The Terry Fox run will be Sept 23. Truth and Reconciliation week is the following week, your child is encouraged to wear orange on the 29<sup>th</sup>. There are very special events happening on Sept 30<sup>th</sup> in Sechelt that all families are welcome to participate in. All of this info will be in the September newsletter.</li> <li>FSA's (Foundational Skills Assessments) are upcoming in October. These are mandated across our province for grades 4 and 7. This provides parents, teachers, schools, the district and ministry with information on how students are progressing in literacy and numeracy. All BC students are required to take the assessment.</li> </ul>	
<p><b>5.2 Treasurer's Report: Lorna Richards/ Amy McKinnon</b></p> <ul style="list-style-type: none"> <li>Balance in Main Account \$19,157.00</li> <li>Balance in Gaming Account \$3,930.54</li> <li>We have opened new accounts at SCCU, and will be closing out the CIBC accounts once the gaming grant has arrived</li> <li>New accounts are setup with autodeposit, so a password will no longer be required when receiving an etransfer</li> <li>Last year, the Hot Lunch Program made \$6500 huge THANK YOU to Courtney for coordinating</li> <li>The 2019/2020 gaming account report was not completed we had no treasurer at this time. We will have to go through the gaming account and reconcile what was spent and complete the report</li> </ul>	<p>Lorna and Tracy to write a chq for funds from CIBC accounts to transfer to SCCU accounts once gaming grant funds are received, then close CIBC accounts 2019/2020</p> <p>Gaming Report to be completed and submitted</p>
<p><b>3. DPAC Report: Urszula Dragowska</b></p> <ul style="list-style-type: none"> <li>First meeting for DPAC is September 22, Simon and Urszula will be sharing responsibilities this year</li> </ul>	
<p><b>5.4 School Trustee Report: Sue Girard</b> See attached</p>	
<p><b>5.5 Chair's Report: Tamara Hedden</b></p> <ul style="list-style-type: none"> <li>There is a Student Council this year at CGE, thanks to Ms. Cuccurullo for organizing this, PAC hopes to work with the Student Council this year</li> </ul>	
<p><b>Old Business</b></p>	<p><b>Action Items</b></p>
<p><b>6. Active Transportation - Tamara</b></p> <ul style="list-style-type: none"> <li>Our speeding signs were damaged in the wind last week, they are currently being repaired</li> </ul>	
<p><b>New Business</b></p>	<p><b>Action Items</b></p>

<p><b>7.1 Hot Lunch- Kathleen</b></p> <ul style="list-style-type: none"> <li>• We are gearing up to have Hot Lunch up and running again at the beginning of October.</li> <li>• We have the opportunity to do 5 days of Hot lunch if we have the volunteers to support this. Anybody can volunteer, parents, grandparents, aunts/uncles so if you have the ability to help out, please consider it. Hot lunch is a huge fundraiser for our school and the kids really enjoy it.</li> <li>• We have a popcorn volunteer for this year- Thank You Kim and Jake. Popcorn day will be Thursdays again this year and we are working on a solution to having the students bring change every week and hoping to have a one-time payment option available soon.</li> </ul>	<p>Katheen to meet with Courtney to get the Bambora info switched over and update bank acct info on the website</p> <p>Tamara to go through the calendar to figure out how many Thursdays are in the school year</p>
<p><b>7.2 Fundraising and Events- Tamara</b></p> <ul style="list-style-type: none"> <li>• Welcome back BBQ Event- PAC will have a cash concession with hot dogs, buns, water/juice and chips</li> <li>• Reloadable IGA Cards- Tamara has more on the way</li> <li>• Alternative Fundraiser sheet to go out in the next few weeks</li> <li>• Cops for Cancer and Terry fox both coming up week of the 20<sup>th</sup></li> <li>• Orange Shirt day is Sept 30<sup>th</sup>, students are encouraged to wear Orange Sept 29<sup>th</sup></li> </ul>	<p>Tamara to connect with Bob at IGA to see if we can purchase supplies at a discounted cost for BBQ or any can be donated</p>
<p><b>7.3 Meeting Days- Tamara</b></p> <ul style="list-style-type: none"> <li>• In order to allow time for the bank statement to be generated at the beginning of the month, it would be beneficial to push back the meeting day to the 2<sup>nd</sup> week of the month</li> <li>• Motion to move meeting days to the 2<sup>nd</sup> Tuesday of the month by Tamara, seconded by Kim, all in favour- Motion passed</li> <li>• Next meeting will be October 11, hybrid in person and on zoom</li> </ul>	
<p><b>7.4 Class Reps- Tamara</b></p> <ul style="list-style-type: none"> <li>• Class reps are beneficial as a link between the PAC and the parents. A letter will go out looking for class reps who are able to attend the PAC meetings and then distribute pertinent info to the other parents in their child's class.</li> <li>• Debbie will be the Class Rep Organizer</li> </ul>	
<p><b>7.5 Teacher Wishlist- Tamara</b></p> <ul style="list-style-type: none"> <li>• We need a volunteer to take this on for this school year</li> <li>• This year PAC will put a deadline on requests and a suggested price range with special exceptions to be votes on</li> </ul>	<p>Marissa to organize</p>

<p><b>7.6 2022/2023 Proposed Budget- Tracy/Tamara</b></p> <ul style="list-style-type: none"> <li>• Growing Smiles Summer Mums- This is not the biggest fundraiser from Growing Smiles and it is difficult to secure volunteers on pickup day so this fundraiser can be removed from the budget</li> <li>• Hot lunch made \$6500 last year, we did not have that amount when the draft budget was created so that will be adjusted</li> <li>• Approved AV equipment from last year has not been spent from the account yet, funds approx. \$9000 in the account are allotted for that.</li> <li>• Emergency Kit replenish, not sure if this got done last year</li> <li>• Body Science/ Sex Education was supposed to be a cost share between the school and PAC, as we were billed the full \$3600 last year and the PAC was supposed to contribute \$200</li> <li>• Breakfast Program- is this something we can add again for this year?</li> <li>• PAC has decided <b>not</b> to vote on the budget this meeting as its preferable to update with new bank info, and correct balances, budget to be updated and voted on at the next meeting</li> </ul>	<p>Tamara to look at kits when checking the propane tanks</p> <p>Nicole or Tamara to follow up with Theresa on last years sex ed contribution</p> <p>Lia to follow up with Community Schools on funding for breakfast program</p>
<p><b>7.7 Garden- Simon</b></p> <ul style="list-style-type: none"> <li>• Is this something that CGE can get up and running again</li> </ul>	<p>Lia to ask staff if anyone is interested in taking this on</p> <p>Simon to provide a quote on what supplies would cost</p>
<p><b>7.7 Spending Decisions:</b></p> <ul style="list-style-type: none"> <li>• Motion to approve up to \$1000 to purchase supplies for BBQ by Tracy, Seconded by Lorna, All in Favour- Motion Passed</li> </ul>	
<ul style="list-style-type: none"> <li>• Meeting Adjourned at: 8:47pm</li> </ul>	

**Attachments:  
School Trustee Report**

## **Cedar Grove PAC**

### **Trustee Report – Sue Girard -- September 14th , 2022**

Hello Everyone:

Congratulations to the new Executive of the PAC and Welcome to a new school year.

This past week we Welcomed back our Students and Staff with Joy and Optimism!

As you know it is an Election year and I am running again as an Incumbent for Area 3 which is the Lower Sunshine Coast – Town of Gibsons, Areas D (Roberts Creek), E (Elphinstone), F (West Howe Sound). As you know, it is a 4-year term and so I have been with you all for the past 4 years – watching with you as your children grow and flourish and move forward into High School. Including my own kids. Gosh, they grow up quickly! Also, all the changes with the PAC members over the years, you are a dedicated group and CGES rocks!

WE are so happy to Welcome our 10th Student Trustee to the Board table. Annalisa Achee will be joining us tonight at the SBO.

I am sorry not to be with you in person, I would have loved to meet again in the CGES Library but our 1st Regular Board meeting of the year is the same time so I send my regrets! I'll be at the next one.

StrongStart, SPARK! and Child Development Classes kick off again this fall! We are looking forward to connecting with families in our community through these core programs.

The 2022-23 Mental Health in Schools grant funding, in the amount of \$55,000, supports mental health and well-being. We will be making plans to apply these funds toward further developing the Mental Health in Schools Strategy which includes trauma informed practice, mental health literacy, well-being, and socio-emotional learning. This is one of my focuses in my campaign.

Director Bishop put out a great HR report about where we stand right now. You can find it online at the SD Website. Staffing shortages and increased enrollment are issues. As we all know, Covid took its toll on us all and we endeavor to work together to get over this most difficult time. <https://sd46.bc.ca>

2022 Premier's Awards for Excellence in Education: Congratulations to SD46 staff being recognized as outstanding finalists in the 2022 Premiers Awards for Excellence in Education: Elaine Tattrie, teaching assistant, Gibsons Elementary, for Outstanding Support as a Teaching assistant and Tom Kellough & Sara Douglas, music teachers, Chatelech Secondary for Outstanding Team Collaboration.

Ministry Priorities and Focus for 2022-2023 School Year: At the annual BCSSA Conference held this summer, the Ministry laid out their three areas of priority and focus:

- Reconciliation,
- Child Care, and
- Equity, Anti-Racism, Mental Health in Schools.

As our district enters into the fourth year of the Board's Strategic Plan, we see how our deep work and transformational change is reflected in the Ministry's priorities for this year. Again, these are my main priorities and mandates for this coming Election.

All my Best for now, have a great meeting!

See you soon -- Sue G. Trustee. SD46.