



Chute Lake Elementary Parent Advisory Council (PAC) Agenda

Date: June 9, 2022 7:00pm

Location: Via Zoom

Email CLE.PacPresident@sd23.bc.ca with additions to the agenda, questions or comments.

The Chute Lake Elementary Parent Advisory Council acknowledges that this meeting is being held on the Traditional, unceded Territory of the Okanagan People.

CLE PAC AGM

All CLE Parents are members of the PAC and encouraged to attend meetings.

Members present:

Brenda Kirsch -CLE Principal	Steve Labrie—CLE VP
Nicola Baker – PAC President	Kelly Lee—PAC treasurer
David Cartwright – CLE VP	Lisa Gordon – PAC Co-Secretary
Jack Gordon – PAC Co-Secretary	Angela Brown – PAC Member
Asha+ Jim Gray – PAC Member	Luciana Luz – PAC Member
Zac – PAC Member	Shannon Bruckshaw – PAC Member
Laura Buschel– PAC Member	Jennine Turner –PAC member
Lindsay Fisher– PAC Member	

1. Call to Order / Welcome & Acknowledgements
 - a. Enter for a chance to win CLE shirt or hoodie
 2. Approval of Agenda – June 9, 2022
Motion: To adopt the agenda of June 9, 2022
Motion by Kelly Lee, 2nd Lindsey F., All in Favour
 3. Approval of Minutes – May 12, 2022
Motion: To approve the minutes of May 12, 2022 motion
Motion by Kelly Lee, 2nd Dave Cartwright, All in Favour
 4. CLE PAC Executive Elections For 2022/23 School Year
 - a. Candidates:
 1. President – Nicola Baker
 2. Vice President – Kelly Lee
 3. Treasurer – Angela Brown
 4. Secretary – Jack and Lisa Gordon
 5. Member at Large – Dave Cartwright, Jennine Turner**Motion: To Approve the CLE PAC Executive candidates by acclamation as only one candidate per position and the secretary position is to continue to be shared by two.**
Motion by Jim Gray, 2nd Lindsay F.
 6. Co-PAC Rep – Nicola Baker
- Approved by unanimous vote.

5. Executive position Signing Authority Updates
 - a. **Motion: To update PAC Bank Account Signing Authorities to reflect names of 2022/23 Executive:** 2022/23 Signing Authorities will be Nicola Baker, Kelly Lee, Jonathon "Jack" Gordon, Angela Brown
 - i. **Motion by Angela Brown, 2nd Kelly Lee, All in Favour**
6. Volunteer Chairs – Final Reports
 - a. Carnival Report – Jennine
 - i. Profit above expectation \$13,000+
 - ii. Very pleased with the event, lots of work put in to it and well worth it
 - iii. Please reach out to Jennine or CLE PAC President if want to help next year
 - b. Hot Lunch – Nicola
 - i. Dawn will need extra support next year so please reach out, lots of work for one person to organize and conduct
 - c. Grade 5 Year End Celebration Committee
 - i. Hopefully Gr 5 parents start planning early in the fall
7. 2021/22 President's Report
 - a. See attached.
8. Treasurer's Report – see attached
 - i. **Motion: To accept the June 9, 2022 Treasurer's report**
 1. **Motion by Jeanine, 2ndAngela, All in Favour**
 - ii. George Pringle Elementary being closed so new high school can be built on the site. Mrs Hoek managed to get the violins for CLE. The violins were originally purchased by GE PAC so the CLE PAC will provide some money that will follow the GLE PAC students.
 1. **Motion: To allocate \$450 to George Pringle Elementary PAC (or divided equally between the three school PACs receiving students from GPE – HRE, WRE, GRE) in appreciation for approximately 15 student violins donated to CLE due to the closure of GPE.**
 - Motion by Dave, 2ndAngela, All in Favour**
 - iii. In the past, we have banked with HSBC but were not using the account and recently the HSBC bank account was closed and now all funds are with Prospera Credit Union.
 - iv. Nicola discussed preliminary budget line by line, to be fully approved in the Fall. Will allow for approval of expenditures that will be early in the new year.
 - a. Discussion about reducing large purchase budget to \$5000 from \$15000
 - b. **Motion: To adopt amended preliminary 2022/23 Budget for early in 2022/23 school year**
 - c. **Motion by Angela, 2ndLaura, All in Favour**
9. **CLE Admin Update – Principal Brenda Kirsch & Vice Principal Steven Labrie**
 - a. Had all next year kindergarten students over for scavenger hunt during school hours
 - i. PAC attended with Coffee
 - ii. two more sessions also included
 - iii. successful opportunity for kids and parents to get to know Chute Lake
 - b. Annual Scan
 - i. Conversations with students based on Co-created questions regarding learning to decide what is going well and what can be improved.
 - ii. Data collected and mapped
 - iii. Looking for themes and patterns to create school goals in the Fall
 - iv. Will be shared with PAC
 - c. June events
 - i. Gr 5 Musical next week Tues, Wed, Thurs
 - ii. 5 Days of Fun the following week
 - iii. Shark Market – tomorrow June 10

- 1. Gr 5 students made items for purchase
- iv. Jump Rope for Heart tomorrow
- v. Field Trips
 - 1. Classes going somewhere nearly everyday. ie Fishing
- vi. Apple Bowl Track & Field Experience just completed
- vii. Parent Appreciation Event June 24
- viii. Talent Show – June 27
 - 1. Showcase of student talents not a contest
- ix. Year End Assembly
 - 1. Power point presentation including Gr 5 send off
 - 2. Review of the last year
 - 3. More information to come

10. Community Engagement

- a. September 2022 (Welcome Back BBQ or coffee, other event?)
- b. Future CLE Parent Community Engagement – discuss ideas, email us if you have any ideas for big events next year
 - i. Possible event in August for new families
 - 1. Even more new families than last year

11. Community Discussions – Questions & Comments from CLE parents and caregivers.

- a. Tell your friends that all parents and guardians are members of the PAC and they are welcome at our meetings to contribute ideas.

12. Adjournment – 7:46pm winner of t-shirt is Jim Gray

Future Meeting Dates: Tentative CLE PAC Meeting anticipated during week of September 19th, 2022. Watch school emails for date & time.

2022 CLE PAC President's Report

It is approaching the end of another long and tumultuous year. Happily, this spring has opened up many opportunities for our students, staff and parents to engage with one another after an uncertain two years of pandemic living. We know there are still bumps ahead but we are proud of the year we've had.

This year, we had an entirely new PAC executive team, new hot lunch coordinator and new carnival chairs. With all of these new additions, at times we felt a little bit like a brand new organization. Over the summer and early in the school year, Dave and I worked to update all of the CLE PAC digital properties and passwords to reflect current contact details. We located email addresses and passwords that hadn't been used for many years and ensured we had access and they were being used by the appropriate team members. Kelly and I transitioned our payment system away from the increasingly difficult PayPal to the Bambora system, recommended by our hot lunch web service provider. This system automatically deposits funds into our bank account daily. This spring, while applying for a gaming licence for carnival, we discovered 4 years of carnival gaming licences that did not have reports filed for their completion. This has been resolved with BC Gaming and we look forward to moving forward with a commitment to improved reporting.

This year saw a return to many PAC activities that had been sorely missed in the previous several years.

Hot lunch was back and we want to thank Dawn Shandley for her hard work all year to keep this program afloat. Bringing back a program with so much history, during a pandemic year and with many unpredictable events (including the washout of a primary transportation corridor in BC) was not without its challenges and Dawn was always ready to roll with each new obstacle.

Jack and Lisa Gordon, with some help from Dave, brought back the Free Family Day skate at CNC with wonderful results. We are so thankful to Care Dental for sponsoring this event!

The PAC partnered with the Kettle Valley Neighbourhood association this year to present the first ever Artist & Artisan Market in the CLE parking lot during the annual Kettle Valley garage sale. This event was better than we could have imagined, and we were so thrilled to play host and partner. Thanks so much to our 2021/22 PAC Vice President, Dave Cartwright, who managed this event in its entirety for the PAC and the KVNA!

We saw the return of our beloved CLE Spring Carnival and it was a wonderful celebration of togetherness for our community. Thank you so much to Jennine Turner and Lea Friedman for taking the reins of this massive event and pulling off a great return to the spring celebration. Sponsors for this year's carnival, contributing over \$4000 to cover many carnival expenses were: Imagine Realty (Title sponsor), Zoom Painting (Gold sponsor), Little Owl Academy (Gold sponsor), Kettle Valley Family Dental (Gold sponsor), Enviromatics Group (Gold sponsor) and Karmin Alexander from Engle Volkens Real estate (Silver Sponsor). Thanks to all these sponsors, many local businesses for contributing to the silent auction, Dana Ishkanian for stepping up late in the game to organize volunteer thank you bags and manage volunteers on site and of course all the volunteers who helped to run the carnival stations.

We of course also hosted multiple morning coffee events (sponsored by PAC, Stephanie Gilchrist Realty and Little Owl Academy), two Purdys fundraisers, photos with Basil Cooper, tried out a Westcoast Seeds fundraiser and brought back the opportunity to purchase CLE clothing which hadn't been a PAC initiative since 2017/2018. We also tried, throughout the year, to make sure our CLE staff felt appreciated and loved by our parent community. We stocked the staff room with snacks on the first day of school, we dropped coffee and treats when we thought staff needed a pick-me-up and brought chocolates before the easter weekend, well, just because 😊

Finally we represented parents in discussions with the CLE admin team on a regular basis and participated in the school's equity committee and rainbow initiative which will carry on into next year. We were also actively present at the District PAC level with representation on the Central Okanagan Parent Advisory Council and participation in multiple BCCPAC events over the course of this year.

All of these activities and initiatives take an immense amount of time and our volunteers have happily given their time to ensure the parent voice is heard, to appreciate our CLE staff actively and often, to enhance our children's school environment and bring joy to their lives. Acknowledging all of this, it has been a difficult year to recruit volunteers. We are incredibly thankful to those parents who have given of their time when they could. We have gathered a small group of regular hot lunch helpers and have a Carnival Committee that we hope will shepherd this event into the coming years. We have added two 'member at large' positions to our PAC executive team and we can continue to add active volunteers into roles that they envision for themselves and we look forward to hearing from many parents in September.

Please reach out to chutelakeparents@gmail.com to chat about ideas and opportunities.

All the best,

Nicola Baker

CLE PAC President 2021/22