



**Chute Lake Elementary
Parent Advisory Council (PAC)
2023 AGM Agenda**

Date: June 15, 2023, 7:00pm

Location: Via Zoom

<https://sd23.zoom.us/j/65702957457>

Meeting ID: 657 0295 7457

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.

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

Members Present:

Nicola Baker –PAC President	Kelly Lee –PAC Vice President
Angela Brown –Treasurer	Jack Gordon – Co-Secretary
Lisa Gordon –Co-Secretary	Benita Crombie –CLE Vice Principal
Gurp Hayher –CLE Principal	Jennine Turner – Carnival chair
Kara Malcolm –PAC Member	Laura Buschel –PAC Member
Lindsay Fisher –PAC Member	Tobi Zawalik –PAC Member
Lara –PAC Member	

1. Call to Order, Quorum / Welcome & Acknowledgements by Nicola & Kelly at 7:03
2. Approval of AGM Agenda –June 15, 2023
Motion: To adopt the agenda of June 15, 2023
First Kelly, Second Kara
3. Approval of Meeting Minutes of April 20, 2023
Motion: To approve the minutes of CLE PAC General Meeting April 20, 2023
First Kelly, Second Jennine
4. **CLE PAC AGM & Elections**
Motion by Nicola to acclaim those listed into those roles
Second by Lindsay Fisher
President Jack Gordon
Vice President Kelly Lee
Past President/Co-PAC rep Nicola Baker
Treasurer Angela Brown
Member at Large Carnival Jennine Turner
Member at Large Hot Lunch Kara Malcolm

Secretary (open)

5. Treasurer's Report

**Motion: To approve Treasurer's Annual Report as presented
First Kelly, Second Lindsay, approved**

6. 2023/24 Proposed Budget

**Motion: To approve the 2023/24 Budget
First Kelly, Second Laura, approved**

7. Motion to use \$300 to purchase gifts for departing teachers

First Nicola, Second Kelly, approved

8. CLE Admin Update – Principal Gurp Hayher & Vice Principal Benita Crombie

a. See attached document

9. Volunteer & Event Chairs – Final Comments

- a. Grade 5 Committee, Hot Lunch, Carnival
- b. Hot lunch (Kara)
 - i. Group of 4 to lead hot lunch
 - ii. Hoping to add new vendors
 - iii. Continuing on Thursdays for now
 - iv. Plan to have Kara as signing authority for next year
 - v. Huge thank you to Dawn Shandley for running hot lunch the past 2 years!
- c. Carnival (Jennine)
 - i. Hoping to have 3-4 carnival positions for next year to spread out workload
 - ii. Huge thank you to Jennine and Leah for organizing this year!
 - iii. Made more money this year than last
 - iv. Online success
- d. Grade 5's
 - i. Busy week next week (Sundaes, Green Bay, Quilchena Park, Gyro, Playday)
 - ii. Huge thanks to Sasha Carter for organizing and fundraising
 - iii. Call out to grade 4 parents to form a new committee in September

10. 2023/24 Welcome back event discussion

- a. Option to do a welcome back breakfast or afternoon BBQ
- b. Up to staff as to how they want to mingle with parents
- c. Would like to plan it for the first two weeks of school, Gurp will follow up
 - i. We will choose a date this month to allow for planning it ahead of time
- d. Welcome back coffee on the first morning back and snacks in staff room

11. 2023 CLE Staff Appreciation Luncheon – June 16

12. President's Report

- a. See attached document

13. COPAC Report

14. Other business

- a. Huge thank you to Nicola for all the time she has put into running our PAC over the past two years! Nicola has been a formidable representative of the parents and an advocate for students and will continue to do this next year in the past president role and at the district level.

15. Adjournment 8:04PM

Tentative Future Meeting Dates: *September 28, 2023, October 26, 2023*

CLE PAC President's Report 2022-2023

Introduction: As the school year draws to a close, we would like to take this opportunity to highlight the accomplishments of the CLE PAC. It has been an eventful year filled with successful initiatives, community engagement, and support for our students and staff. We are proud to present our year-end report, outlining the various achievements and activities carried out by the PAC throughout the academic year 2022-2023.

1. **Welcome Back Coffee:** To kick-start the year on a positive note, we organized a warm and welcoming "Welcome Back Coffee" event for parents, teachers, and staff. This gathering allowed everyone to connect, exchange ideas, and foster a sense of community within our school. We also stocked the staff room with yummy treats to welcome our educators, support staff and admin back to school.
2. **Fully Operational Hot Lunch Program:** We are delighted to report that our hot lunch program was a resounding success this year. From October through May, we provided students with nutritious and delicious meals one day per week. The program was stable and smoothly operated, ensuring that our students had access to healthy food options during the school year. We want to send a special thanks to Dawn Shandley who ensured the hot lunch program ran smoothly this year. Kara Malcom, Dawn Shandley and Maggie Sims will be taking the lead next year with a larger team to distribute the workload.
3. **Support for Grade 5 Year-End Parent Committee:** Recognizing the importance of supporting milestone events, the we supported the Grade 5 Year-End Parent Committee where possible.
4. **Financial Support to Classroom Teachers:** We believe in empowering our educators, so we allocated financial support to our dedicated classroom teachers. This assistance allowed them to access additional resources and materials, ultimately enhancing the educational experience provided to our students.
5. **Enhancement of School Facilities:** We were thrilled to invest in the improvement of school facilities and resources. This year, the PAC allocated funds to procure recess equipment, new Spike-Prime LEGO robotics kits, a new 3-D printer, and primary robotics equipment for the library. These additions will undoubtedly enrich the learning experiences of our students and promote their engagement in STEM education.
6. **December Last Day Before Holidays Movie and Pizza:** To create a festive atmosphere and celebrate the holiday season, we collaborated with the CLE Admin team on a movie and pizza day for the entire school community. This

event brought joy and excitement to our students, fostering a sense of camaraderie and holiday spirit among the students.

7. **Movie Nights and Family Skate:** Throughout the year, our Secretary team organized two movie nights that offered families the chance to enjoy a movie together in the CLE gym. Additionally, Jack and Lisa chaired (and ensured sponsorship by CARE Dental) for a free family skate at Prospera Place, providing a fun and inclusive activity for families in our school community.
8. **Appreciation of CLE Staff:** Our incredible CLE staff members deserve recognition for their hard work and dedication. On behalf of CLE families, our team worked to show appreciation for our staff through various gestures, including small tokens of gratitude, heartfelt messages, and recognition events. Our aim was to express our deep gratitude for their unwavering commitment to the education and well-being of our children.
9. **Engagement on Emergent Items with New CLE Administration:** With the arrival of new CLE administration, the Parent Council actively engaged with them on emergent matters and collaborated to address any challenges that arose throughout the year. We fostered open lines of communication, ensuring that the concerns and ideas of the parent community were heard and valued.
10. **Amazing CLE Spring Carnival:** As a grand finale to the school year, the CLE Carnival Committee, Chaired by Jennine Turner and Lea Friedman, organized the Amazing CLE Spring Carnival. This event brought together students, families, and staff for an evening of thrilling activities, games, and entertainment. The carnival was a remarkable success, creating lasting memories and strengthening the bond within our school community.

This year's CLE PAC has had an exceptional year, marked by numerous events, engagements at opportunities to support our school.



PRINCIPAL'S REPORT (June, 2023)

1. Gratitude

- a. Mrs. Hunter, Mrs. Miller, Mrs. Swanson – Robotics, Sumo bot competition (May 26 & May 27 @ HRES)
- b. Primary Team, Lynn Simpson, & International Ed students – Run, Jump, & Throw Day
- c. Mrs. Richardson & Mrs. Guidi – Apple Bowl & District Track Meet
- d. Jennine and Lea (parent volunteers) – PAC Spring Carnival (\$13, 924)
- e. Mr. Manning – Evening custodian
- f. Kindergarten Team & Nicola – Kindergarten Orientation
- g. Mrs. Hoek & Mrs. Miller (and all intermediate staff) – coordinating musical production
- h. Operations – Setting up/taking down staging and risers for intermediate musical production

2. Budget Overview

- a. Majority of budget goes to staffing
- b. 4.55% is discretionary
 - i. Learning Resources/Supplies
 - ii. Furniture, Computer Equipment, Software

Our student learning priorities is "Read fluently at grade level":

1. Use developmentally appropriate reading, listening, and viewing strategies to make meaning
2. Access information and ideas from a variety of sources and prior knowledge to make meaning

Resource allocation will align with learning priority: Additional staffing to support learning priority, Staffing release (TTOC costs) to support collaboration, pro-d, assessments

3. Update for next year

- a. 19 divisions
- b. Leaving are:
 - i. Tammy Boback (to Bellevue Creek)
 - ii. Samantha Emberly (to Glenrosa)
 - iii. Cheryl Gilbert (to Quigley Elem)
 - iv. Katherine Howald (CEA)
 - v. Maddy Mensa (to CNB)
 - vi. Lori Placide (to Casorso)
 - vii. Tara Melia (to Springvalley Elem)
 - viii. Sharon Petraroia (Retiring)
 - ix. Jessica Jensen (to DWE)
- c. Joining CLE:
 - i. Nyree Grindle (Library and Office Clerical)
 - ii. Aleisha Senger (CEA)
 - iii. Stephanie Kenequonash (Indigenous Advocate)
 - iv. Natalie Spevakow (Primary Teacher)
 - v. Pamela Thibert (Intermediate Teacher)
 - vi.

4. Ideas for....

- a. **Shade Sail** for the sand pit might be a good idea. See link <https://www.leevalley.com/en-ca/search#g=shade%20sail&t=product-search-tab&sort=relevancy&layout=card&numberOfResults=25>
- b. A **mud kitchen** or two for the rock garden area <https://www.kreativekitchenz.com/shop>
<https://landscapes4learning.com/product-range/mud-kitchens/>
- c. Things to expand the rock garden into more of an outside classroom. For example this **fence easel** <https://qualityclassrooms.ca/collections/outdoor-learning/double-fence-easel-501235>
- d. **benches or wood stumps** for seating off of the ground...this might be cheapest through the school district?
- e. Also, to support Indigenous education, to have **Jim Elwood** from MBSS come to the school. It could be a whole school commitment or I would be willing to take it on as a primary grade initiative. This fits in well with Sarah and my PGP.
- f. **Garden Mulch, Landscape Fabric** for the garden
- g. **Hydroponics program** – growing food indoors during the winter

- h. **Alien inline skating** (2 sessions per class)
- i. **Rocks and Rings** (similar format to this year)
- j. A class set of Rock and Rings for our school (PAC has agreed to purchase these)
- k. Possible purchase of **additional robotics** (Spike kits for sumobots, ozobots - brought in by UBCO)
- l. We had an **Artist in Residence** (Janice Henning) before who came and taught all classes water color painting - the result from that was an 'Art Gala' fundraiser -where the entire school's paintings were displayed in the gym - and it was fancy- and also the sale of art cards (kids art reproduced on greeting cards) Janice will teach any subject we want - one year we did Okanagan Wildlife. Everyone benefited from this in different ways. Something to consider. BTW - it was done before Christmas so that parents had the cards to give relatives.