



Chute Lake Elementary Parent Advisory Council (PAC) Meeting Minutes

Date: September 21, 2023, 7:00 pm

Location: Chute Lake Elementary Library

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.

PAC Meeting

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

Members Present:

<u>Name</u>	<u>Role</u>
Jack Gordon	CLE PAC President
Lisa Gordon	CLE PAC member
Benita Crombie	CLE Vice Principal
Kelly Lee	CLE PAC Vice President
Jessica Moffat	Parent
Angela Brown	CLE PAC Treasurer
Kara Malcolm	Member at Large
Nicola Baker	Past CLE PAC President & COPAC Representative
Laura Buschel	Parent
Jason Roesch	Parent
Jennine Turner	Member at Large
Liseanne Korness	Parent
Luciana Luz	Parent
Gurp Hayer	CLE Principal
Dave Cartwright	CLE PAC Secretary

1) Call to Order / Welcome & Acknowledgements - 7:00pm

- i. Introductions
- ii. No changes to the agenda

2) Approval of Agenda – September 21, 2023

- i. Motion: To adopt the agenda of September 22, 2022
- ii. Motion by Kelly Lee second Angela Brown

3) Approval of June Annual General Meeting Minutes – June 15, 2023

- i. Motion: To approve the minutes of the CLE PAC Annual General Meeting
- ii. Motion: Kelly Lee, Seconded: Angela Brown

4) Nomination for CLE PAC Executive Secretary position: David Cartwright

- i. The vote occurred; the vote passed unanimously.

5) Community Discussions – This is an opportunity for questions and comments from CLE parents and caregivers.

- i. Dave > Health and safety
- ii. Gulp > Volunteers monitoring speed
- iii. Continuation of a school zone on Quilchena/South Perimeter would help
- iv. Double crosswalk an issue – moving the crosswalk was suggested
- v. A safe schools committee was suggested
- vi. Waiting on Dan (SD23 road safety) on the next steps

6) Volunteer & Event Chairs – updates

a) Grade 5 Committee

- i. Motion: To provide the Gr 5 Committee \$500 as a one-time grant to be used as seed money for 2023/24 with the expectation that any excess money raised by this and future Gr 5 Committees is passed on to the respective following year's Gr 5 Committee.
- ii. Motion by Kelly Lee second Angela Brown
- iii. Future committee meeting to discuss fundraising (e.g., Freezie Fridays and including a winter-type of fundraiser such as hot chocolate)
- iv. Planning for future
- v. Email chutelakeparents@gmail.com if you are interested in helping.

b) Hot Lunch

- i. Volunteers have answered the call!
- ii. Mission Villas (retirement facility) is on the cusp of becoming a supplier helping our school and elderly people with a lot of energy, experience, and BIG HEARTS!
- iii. Trying other new vendors
- iv. Continue to learn which vendors we can count on and which we cannot.

c) Family Free Skate – Feb 19, 2024, 4:15-5:15 at Capital News Centre

- i. On schedule

d) Carnival

- i. Call for Carnival Committee volunteers: looking for 4-6 people
- ii. People are dipping their feet in the water
- iii. Potential date: May 24/31, 2024
- iv. Looking for volunteers
- v. Pitch deck for volunteers?

7) CLE Movie Nights – December 6th(5-8pm), March 7th (time TBD)

- i. Business as usual

8) Volunteer Opportunities with the PAC

- i. Class Reps: each class needs a parent rep to facilitate class gifts and PAC communication.
- ii. Carnival committee
- iii. Hot Lunch
- iv. Movie Nights

9) Fundraisers

a) Spirit Wear – Order until Sept 30th on the Hot Lunch Website

- i. Fitting days next week?
- ii. Looking at new items for next order
- iii. Spirit Wear sizing at school > new graphic for SM > new items for next year > more spirit days?

b) Basil Cooper

- i. Bertram Park
 - i. Oct 14th /15th
 - ii. Only five spots left
 - iii. Book: www.basilcooper.com/book

c) Purdy's at Christmas/Easter

- i. Christmas- order until Nov 27th.
- ii. Order for Christmas by Nov 27th
- iii. <https://fundraising.purdys.com/1411406-107471>

d) Mabel's Labels > ongoing

e) Bottle Drive at Bottle Depot > ongoing

f) West Coast Seeds > ongoing

10) Treasurer's Report & Budget – updates required to Teacher/Library Allocation

- i. Motion: To approve adding \$300 to Teacher/Library Allocation due to the addition of a third Learning Resources teacher
 - i. Motion by Jennine Turner second Lisa Gordon
- ii. Motion: Add \$200 annually to the budget to pay for babysitting services of CLE PAC parents' children by Gr 5 students or older during in-person CLE PAC General meetings.
 - i. \$15 per babysitter per meeting
 - ii. Motion by Kelly Lee second Dave Cartwright

11) CLE Admin Update – Principal Gulp Hayher & Vice Principal Benita Crombie

12) COPAC Update

13) Adjournment

Future Meeting Dates: CLE PAC General Meeting – November 16, 2023, 7:00 p.m. at CLE Library,
Babysitting provided in CLE Gym

/end