



# Chute Lake Elementary Parent Advisory Council (PAC) Agenda

Date: January 18, 2024 7:00pm

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Location: Zoom \*\*Changed from CLE Library as AME students using CLE Gym due to flooding.

Meeting ID 681 2901 9745 <https://sd23.zoom.us/j/68129019745>

Email [CLE.PacPresident@sd23.bc.ca](mailto:CLE.PacPresident@sd23.bc.ca) with additions to the agenda, questions or comments.

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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:**

<u>Name</u>	<u>Role</u>
Jack Gordon	CLE PAC President
Lisa Gordon	CLE PAC member (acting as secretary)
Benita Crombie	CLE Vice Principal
Kelly Lee	CLE PAC Vice President
Angela Brown	CLE PAC Treasurer
Nicola Baker	Past CLE PAC President & COPAC Representative
Laura Buschel	Parent
Jennine Turner	Member at Large
Gurp Hayer	CLE Principal
Ben	CLE PAC member
Don	CLE PAC member

1. Call to Order / Welcome & Acknowledgements
  - a. Enter for a chance to win a CLE kids shirt
  - b. 7:04 PM
2. Approval of Agenda – January 18, 2024  
**Motion: To adopt the agenda of January 18, 2024 Laura Approved**
3. Approval of September 21, 23 PAC Meeting Minutes  
**Motion: To approve the minutes of CLE PAC Annual General Meeting Kelly Second: Laura Approved**
4. **Community Discussions** – Opportunity for questions & comments from CLE parents and caregivers.
5. **CLE Admin Update – Principal Gurp Hayher & Vice Principal Benita Crombie**

- a. Thank you's to staff and volunteers for Movie Night, Shark Market, Winter Concert, PJ's & Pancakes, Santa Bus donations! All were a big success!
- b. Hosting AME students in gym for the next 2 weeks due to flooding at their school.
- c. Family reading survey for primary students
  - i. Half of families responded
  - ii. In the process of reviewing the feedback and formulating a plan
- d. New Student registration Jan 29 at 7am online
- e. May 10, 9-11:30AM- Brainstorming session with students, parents, and staff with school trustees and school superintendent...more info to come.
- f. Ordered more kits for Lego Robotics club as the older sets are obsolete
  - i. This is an extracurricular club, outside of instructional hours so would qualify for gaming funds.
  - ii. Will be paid for from Technology fund in our general budget.
- g. Busing
  - i. Sept-Dec 31 (\$3695.80) Will likely exceed \$10,000
  - ii. Discussion as to how much of the gaming grant is to be used (ie spent on busing, not on field trips due to gaming requirements)
  - iii. There was an audit done for the previous year so need to make sure funds are correctly allocated.

6. Gaga Ball Pit update

- a. Kelly got a contact with the city and will be reaching out to them

7. Volunteer & Event Chairs – updates

- a. Grade 5 Committee
  - i. Gr 5 Committee Finances Management
    - 1. Should be set up differently in the future. Meeting to happen next week to discuss with CLE Admin.
    - 2. Have raised around \$2000
  - ii. Feb 15th Grade 5 Dance
    - 1. Gurp and Benita are not available for this date so may need to change

**b. Traffic Control Committee**

- i. Committee chair: David Cartwright
- ii. Advocacy
  - 1. Draft a letter to City Council to let them know of our concerns regarding traffic in the school zones with all the new construction.
- iii. Cross guards; need for parent volunteers
- iv. Concern that parents are parking right at the crosswalks especially the one on Quilchena and Providence, creating a safety concern for students crossing the road.
  - 1. Admin has sent emails
  - 2. Constable was on-site.
  - 3. Requested Speed Watch to come up also

**c. Hot Lunch**

- i. May and June they will not be doing hot lunch due to low volunteers in previous years and lots of other activities during this time
- ii. 8 vendors that we use now, Mission Villas, Mucho Burrito were great, Pita Pit and Marmalade Cat had late delivery and poor food quality and we will not use them again
- iii. Need to disposable forks and spoons

iv. Decline in volunteers after Christmas holidays, and lower orders than usual

**d. Family Free Skate – Feb 19, 2024 4:15-5:15 at MNP Place**

**i. Sponsored by Care Dental**

ii. Sign up on Hot Lunch Website – drop-ins welcome 😊

iii. Skate Rentals Available and Helmets Recommended

iv. Concession will be open so we can't do our own concession.

**e. Carnival – Date: May 24, 2024**

i. Committee meeting Jan 25

ii. Some vendors have been books (food trucks/inflatables)

iii. Watch for Sponsorship Packages in near future!

1. Will reach out to our school community first for sponsorships

**f. CLE Movie Nights – CLE PAC Spring Family Movie Night Wed**

i. March 7, 2024

ii. Time TBD, Movie TBD

iii. Looking for suggestions for movie

**g. Volunteer Opportunities with the PAC**

i. Carnival committee – email [clespringcarnival@gmail.com](mailto:clespringcarnival@gmail.com)

ii. Hot Lunch – sign up when ordering

iii. Other

**8. Fundraisers**

a. Spirit Wear – completed

b. Basil Cooper – completed

c. Purdy's at Christmas/Easter-upcoming raised approx. \$1000

d. Mabel's Labels - ongoing

e. Bottle Drive at Bottle Depot- ongoing

f. West Coast Seeds- active January 1 to Feb 15, 2024

i. <http://fundraising.westcoastseeds.com/>

ii. Teacher Natalie who is doing gardening at the school could use some seeds

**9. Treasurer's Report & Budget – see attached report**

**a. Motion: to approve the Treasurer's Report Laura**

**Second Nicola**

**Approved**

b. CLE – Anticipated Bussing Expenses (discussed above)

i. Need a copy of the invoices so we can write a cheque

ii. Best practice would be for the PAC to pay vendor directly

iii. Treasurer Angela going on record to state that the **PAC will not write any cheques for any expenses that don't have invoices/receipts.**

c. Lego Robotics Club equipment (Spike Prime) Expense allocation – Gaming vs General?

i. As CLE will likely use all of Gaming for Bussing, we will support this using the Technology allocation of our general fund.

**10. COPAC Update**

a. Cell phones in schools

i. At CLE, kids can have phones but they must remain in their backpack

ii. Break the Rules Day

1. Some schools allow electronics

a. Is this appropriate for Elementary school?

- iii. Looking for feedback from parents as to what their preferences are regarding cell phone use at school

11. Adjournment at 8PM

**Future Meeting Dates: CLE PAC General Meeting –Zoom or In-Person?  
February 22, 2024, 7:00pm at CLE Library,  
Babysitting provided in CLE Gym**