



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

Date: June 6, 2024, 7:00pm

Location: CLE 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.

Members Present:

Jack Gordon
Nicola Baker
Kara Malcolm
Benita Crombie
Kelly Lee
Dawn Shandley 7:20
Lisa Gordon 7:20
Jason Brown 7:30

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

1. Call to Order, Quorum / Welcome & Acknowledgements 7:20pm

2. Approval of AGM Agenda –June 6, 2024

Motion: To adopt the agenda of June 6, 2024 by Angela, second Nicola
Approved unanimously

3. Acknowledgment of Meeting Notes of April 18, 2024

Insufficient Quorum at last meeting. Notes at clesharks.ca

4. CLE PAC AGM & Elections

a. Positions:

- i. President Jack Gordon
- ii. Vice-President Kelly Lee
- iii. Treasurer Angela Brown
- iv. Secretary Lisa Gordon
- v. Member at Large x 2 Kara Malcolm (focusing on smaller fundraisers), Dawn Shandley (focusing on hot lunch)
- vi. Honorary Past-Executive Member Nicola Baker

Positions to be Approved by simple majority vote or by acclamation if only one person is nominated.

No changes to signing authority for 2024/25 school year.

5. Treasurer's Report

Motion: To approve Treasurer's Annual Report as amended by Angela, Motion by Nicola, second by Angela
Unanimously approved

President should attend first staff meeting to let them know the PAC is providing \$300 to each teacher to spend on whatever they need for their classroom. They need to submit receipts.

6. 2024/25 Proposed Budget

Motion: To approve the 2024/25 Budget

7. CLE Admin Update - Vice Principal Benita Crombie

- a. See attached report
- b. 58 kindergarten students 3 full classes

8. Regarding funding ask for 2024/25 from school

- a. Playgrounds/outdoor projects are back-logged right so suggested we should spend money we have set aside on other things
- b. Other concern that we should be cautious on spending so we don't run into financial problems in the future, should carry some funds forward for future years
- c. \$12,000 budget for technology that isn't being spent
- d. Portable Gaga pit will get around issues with outdoor projects being on hold and will be able to be used year-round (unsure of cost)

9. Volunteer & Event Chairs – Final Comments

- a. **Grade 5 Committee** – need new committee chair and members for next year
 - i. Email sent to Gr 4 parents to recruit someone
 - ii. Need to purchase 10 boxes of freezies and store over the summer to sell Fridays in September
- b. **Hot Lunch**
 - i. Committee update for next year
 - ii. Profit margin was low this year, increase prices for next year
 - iii. Parents have stepped up to volunteer for next year
 - iv. Dawn is hoping to have 2-3 main people to help out with the office work
 - v. If families are unable to afford it, admin should let the team know
 - vi. Nutritional guidelines set in place for elementary schools for what hot lunches are allowed to sell
 - vii. Big thanks to Dawn, Kara and team for running hot lunch this year.
- c. **Carnival** – need new committee chair and members for next year
 - i. Jessica Moffat and Andi Mortenson willing to be committee members
 - ii. Still looking for someone to lead the Carnival for next year or we will not be able to run our big fundraiser

10. 2024/25 Welcome Back Coffee discussion

- a. First day back, looking for a sponsor \$200

11. Kindergarten T-shirts

12. PAC Volunteer Appreciation Coffee – June 7th 8:10-8:40am

- a. Thanks to Nicola for organizing this

13. 2024 CLE Staff Appreciation Luncheon – June 25th

- a. Give Them Brie, Picnic Theme

14. President's Report

- a. Big thank you to all the parents who stepped up to help out this year in all volunteer roles! We couldn't do it without you.

15. COPAC Report

- a. Cell Phone survey: Ministerial order to implement restrictions in school, however policy is up to each district
 - i. 80% parents saying no phone use in classroom, especially elementary but also significant majority of middle school
 - ii. Change to Student Code of Conduct
 - 1. Elementary School – No phones bell to bell
 - 2. Middle School – No Phones bell to bell and in locker, unless teacher instructs student to get it

16. Other business

- 17. Motion for adjournment at 8:45 by Kelly, second by Dawn.

Tentative Future Meeting Dates: *September 19, 2024, October 17, 2024, Possibility of earlier daytime PAC Meetings next Fall, TBD*