



Chute Lake Elementary  
Parent Advisory Council  
5240 Lark Street, Kelowna, BC V1W 4K8  
250-870-5139

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### CLE PAC MEETING MINUTES

Date of Meeting: October 30, 2018 7:00 - 8:00 pm

Location: Chute Lake Elementary Library

Members Present:

Patty Glover - PAC President	Richard Deacon - PAC Vice President
Bosha Joyce - PAC Treasurer	Michelle Surminsky - PAC Secretary
Brenda Kirsch - CLE Principal	Anita Hohal - PAC Member
Tannis McCarthy - PAC Member	Trish Ay - PAC Member (Volunteer Coordinator)
Nicola Baker - PAC Member	Helen Work - PAC Member
Laura Buschel - PAC Member	Susan French - PAC Member
Peggy Herd - PAC Member	Brandon Bidewell - PAC Member
Karlene Dawson - PAC Member (Carnival Coordinator)	

1. Welcome from PAC Executive
2. Call to Order - Called by Patty Glover
3. Attendance
4. Adoption of Agenda
  - Motion: Karlene Dawson
  - Second: Peggy Herd
5. Adoption of Minutes from September 25, 2018 PAC meeting.
  - Motion: Tannis McCarthy
  - Second: Trish Ay
6. New Business
  - a. New Volunteer Coordinator introduced - Trish Ay.
  - b. Finn's Friends and Buddy Bench - Group of intermediate students that were part of Finn's Friends in past who wore blue vests at recess to play with students that don't have someone to play with. Not currently

running this year. Brenda Kirsch spoke about how Finn's Friends went down hill last year and was a safety issue. Volunteers have to monitor it. Supervisors too busy. Buddy bench is not known to students. Similar idea that if child doesn't have someone to play with they sit on the buddy bench and someone comes to play with them. Possibly paint it to make it known. Brenda agreed to discuss the buddy bench further and possibly a student council initiative.

c. Other new business

- i. Salvation Army - Need Salvation Army Holiday Coordinator to work with Tracey Beckett as a liaison between PAC and Salvation Army. Usually sponsor 10 families. Families shop all donated gifts at Salvation Army warehouse. Save on Foods gift cards sold to support Salvation Army. Raised about \$400 from GC sales in past. Field trip to Salvation Army in past. Grade 4/5 community working with Salvation Army as part of year projects. Bell at Christmas concert for donations. Gifting tree option. GC's at Christmas and possibly spring. Patty Glover to look into Save on Cards all year.
- ii. Student council - CLE will launch a new Student Council this November . Open to two students from each learning community (grades), students will meet monthly (mentored and supervised by CLE Admin, teachers and PAC member Richard Deacon).
- iii. Possible TBones GC fundraiser discussed. Same idea as Save on Foods GC.
- iv. Purdy's Chocolates already raised \$500. November 28 deadline to order. Patty G to contact Julie re: pamphlets for ordering.

7. Finance Report

a. Discussion of 2018/2019 Budget

- i. Gaming Grant is up to \$11,400.
- ii. Save on Foods gift cards not included yet. Family Dance might not happen without Coordinator. Possibly Sock fundraiser revenue - Richard to look further into school spirit wear for early 2019 along with a fitness fundraiser. URstore discussed - Vancouver company - small amount of return - Richard to look into.

- iii. Total projected revenue \$39,800, Total projected expenses \$42,775, Projected deficit of \$2,975. Adequate retained in bank account to cover deficit.
- iv. \$30-40K must be retained in bank constantly for hot lunch payments. At September 1, 2018, there was \$63,619 in all bank accounts. Discussion on whether we could use some of this money for extras. Discussion regarding more for the teachers throughout the year. Not just teacher appreciation lunch. Order extra - muffins/scones from Sunshine on hot lunch days. Extra coffee on coffee mornings. Christmas gift cards for custodial staff - \$50 each. Bump up to \$1000. Discussion on whether we can use extra money for projector system or other extras from school wish list.
- v. Budget changes to be posted and voted on at next meeting.

## 8. Committee Reports

- a. Hot Lunch - Great team this year. New Vendors - Chopped Leaf temperature was not acceptable. Profit margins are low on some vendors. The higher the cost of the item, the fewer orders and low margins raised. Hot lunch increases by only \$.50 at most to cost of items for profit margin. Still considering new vendors and vendors which don't make much money.
- b. Fundraising - discussed as part of Budget
- c. Communications - Nothing to discuss.
- d. Entrepreneur Fair discussed - 4/5 community not participating. They are doing another event in spring. 5/6 community to participate in YE Fair. Grade 5 Variety show instead of Musical.

## 9. Events Updates

- a. Monthly coffee - Nov 14 next date. KV Dental sponsor throughout the year.
- b. Art Gala - Art is done. Scanning to take place in next 2 weeks. Matting to be done after scanned and received back - volunteers needed for a few days. Art Gala/Open House will now take place after Christmas. Art Cards to be ready to order for early December for Holiday cards.
- c. Family Skate - Looking into date during week of December 10 week.
- d. Dance - Volunteer needed to coordinate! Dance will not happen without coordinator. Halloween theme next year possibly.

- e. Carnival - Inflatables company in contact. Ax Monkey contacted. Dunk tank possible. Great Way Martial Arts Demo booked. Village Dance Centre demo booked. ParKour Demo/Gymnastics/Cheerleaders possible. Kathleen Munn will do a music demo. Coffee Shop sponsoring photo booth. Tacos/Burgers&Ribs/Ice Cream/Coffee Shop/Popcorn/Mini donuts to be sold.
10. Community - RCMP info session discussed. Still in contact with RCMP.
11. CLE Admin Update
- a. SCREAM program just finished.
  - b. Next Thursday November 8 - Mission Forum - at OKM 6-7pm. Highlighting learning in todays schools.
  - c. Friday November 9 at 10am Remembrance Day assembly. All welcome.
  - d. Imaginative Learning in Vancouver - some teachers attended - re: LID learning ideas.
  - e. Rhonda Ovelson to start next PAC meeting at 6:30pm to 7pm to discuss new Canyon Falls Middle School.
12. Q&A From Parents - Nothing to Note
13. Adjournment
- a. Time: 8:20 Called by: Patty

Next Meeting set for November 27, 2018 at 7pm in the library.