

**Crystal View Elementary**  
**Parent Advisory Council Meeting MINUTES**  
**Oct 10, 2018**

**Attendees:** Karen DeCicco, Sarah Laughton, Tanya Lajoie, April Flannagan, Lori Ball, Erika Russell, Rebecca Pacey, Kim MacMillan, Lauren Smith, Candice McLeod, Tiffany Champagne, Nikki Berti, Lauren Morhart, Dan St.Amour, Jen Fjorn, Kaitlyn Hogewide, Brad Mitchell

**Call to Order**

Meeting opened at 6:31pm

**Adoption of Agenda**

Motion to adopt- April, Rebecca second, agenda adopted.

**Old Business:**

- PAC Fridge - \$714 – Lauren / Lori to pick up

**New Business:**

Safe Arrival: (volunteer driven)

- Teachers do take attendance (and check the kids off the bus list)
- Teachers know who is in the building. If a child is absent, they cannot phone parents/guardians (This is incredibly time consuming and has always been supported by volunteers)
- Stephanie met with Dr. Stinson (superintendent) –they are looking into a system where teachers do online attendance and it sends an email out to parents if the child is away
- **Teachers need to have working tech in classrooms and working wifi (they currently do not)**
- Supervisors – 2 EA's at 8:10am. At 8:25am a teacher comes outside. There are 8 EA's out at recess , (3 paid supervisors plus the 8 EA's). Kaitlyn (librarian) goes out early (after school) and 2 paid EA's for after school as well as a teacher. CV is fully supervised
- EA brings the kindergartners to their class, from the bus in the morning.
- Fencing – holes in the fence for a long time – more fencing w/gate going in
- Possibility of wifi boosters – has to be approved by the district – PAC could fund it potentially

**Budgets:**

- \$14,065.21 gaming account (money from this account has to be used for specific things like field trips etc)
- Last year the PAC donated \$3000+ to Grade 5's for Camp Thunderbird etc
- PAC to donate \$2500 to Grade 5 end of year trip. An additional \$500 to be donated with Gr.5 parent support/volunteering at PAC fundraisers
- Need to raise \$8500 this school year to meet the needs/requests of the school, plus additional funds to have money in the bank to start next year
- The PAC aims to start the year with \$15-\$20K. This is so that money can be given right away, when requests come in, vs waiting for funds that are raised from specific fundraising activities
- Communication for future fundraisers – attn. Grade 5 families, will keep track of names and those that help will have the money split evenly. Please come volunteer! \$2500 to Grade 5 for end of year with the opportunity for more

**Ms.D list/requests:**

- \$2100 for three performances
- Grant application for a dance group to come in (\$3500 from the grant, need another \$2000)
- Cathy Morison – connected with Renee Sara (felting project, cultural plan, requesting \$2000)
- Submitted an order for gaga ball (quote is \$1500, but need wood donated and people to assemble)Willway/Stubbs and many other schools have a gaga ball

- Loose parts – for kids to make things – need a shed to keep this stuff – in need of an extra wagon. Kids love the sandbox. Tetherball pole is in. Tetherball has been ordered. \$2000 needed for the shed
- Tech: staff has asked for chromebooks (set of 5 is \$1435). Requested 2 sets (\$2870), plus items for set up \$672 and \$784. \$5110 needed for tech. Last year \$3500 was requested for tech.
- Monitor swim + beach day cost \$325
- Ms.D asking for \$38,000 for this year (last year was \$34000)
- Kaitlyn – requests \$1500 for library/resources – considering furniture to make a library nook – flexible seating, ADST materials. Westshore lions donates \$300 every year to the library/PAC
- Jen Fjorn - \$2000 – requested for music room carpets, refill bins of wooden/metal toys, and microphones, ukulele tuners, etc
- Limited money needed for administration – pizza (for June AGM) stamps, cheques, etc

#### **Principal's report:**

- Re-unification drill – the first communication that went out was prior to meet the teacher BBQ
- Info was also shared at meet the teacher night. Info is on the PAC page of website, email reminders, app reminder, and hard copy info sent home.
- This is a district mandated organized event. The district is doing this out of care and concern for our children – preparation and practice is what keeps people safe. Staff were trained at the staff meeting yesterday (Oct 9)
- More difficult to work through the process when things are unorganized. District committed a substantial amount of resources to ensure everyone knows what to do in the event of an emergency. Kids are outside at 1pm until they are picked up. Rain or shine. Need to walk through the process – it is because the schools do drills (hold and secure/earthquake drill etc) kids are prepared, not scared, and they feel safe. This is a well-developed, necessary plan.
- Parent/Teacher interviews – not an early dismissal day – sign up is available - phone school if teacher's list is full
- App – PAC page – website is updated.
- Grade 5 – developing a letter stating that the PAC raises a lot of money for Gr.5 – Halloween is a good starting place for Gr.5 parents to help out. Grade 5's can volunteer and parents will attend. Parents also please volunteer for hot lunches – teachers are aware that the PAC will send out a letter.
- CV received approx. \$246 from the recycle bin outside

**Vice Principal report** – entered Candice on the agricultural site for fruit & veggies delivery

#### **Treasurer report**

- Back to School BBQ, \$800 raised
- Donations for PAC (to opt out of fundraising) \$1215 raised so far

#### **Fundraising:**

- Bottle Drive Oct 13<sup>th</sup> (8am – 12:30pm) Volunteers arrive at 8:30am
- Online volunteering sign in program – great news - sign in for different times, option to track hours. Can print off as excel spreadsheet. CV website, PAC fundraising, and one for a Halloween Dance.
- Night of Lights – tickets coming out soon. Straight profit to the school.
- Save Around Books are coming soon.
- Halloween Dance – Oct 30 (5:30-7:30) Pizza, baked goods, Oranges, fruit cups, cheese strings, and bananas healthier choices. Tattoos available and will be free. \$2 kids, \$3 adults, kids 4 and under free, max of \$10/family. \$3 for pizza. Juice boxes.
- Movie Night Nov 21 Doors open 5:30pm movie starts at 6pm
- Christmas Store: more info to come
- Art Cards were completed Oct 1, and sent away.

#### **CHOMP:**

- 2 month ordering window, contact Candice if you need anything

- Letter from concerned parent re: sanitizing procedures & additional utensils/trays etc for CHOMP
  - PAC is missing a few items, (like a tray or utensils) next month's agenda to vote on purchasing additional items. All agreed to purchase sanitizer now.
- Pancake breakfast – lots of interest and parents like that they can pay for this on the CHOMP site
- May try and post all months' worth of chomp for the full school calendar (next year)
- Boston Pizza donations\*\*

**SPEAC:**

- Erika attended the meeting – next meeting is online (Wed Oct 17)
- Announcing March 2, 2019 for the Van.Is Parent Conference
- Social medial and gaming info night on Oct 22<sup>nd</sup> at MFRC
- Sleep tips for kids and teens
- PAC 101, Nov 5<sup>th</sup>
- Volunteers for healthy schools committee

Other: Karen – reunification drill – cannot drop kids back at school after the drill.

Book fair – volunteers needed, Friday afternoon to set up and also during the book fair (Monday – lunch, after school till 3:30 on Tuesday too. 3-7 on Wed during parent teacher interviews)

Meeting Adjourned 8:20pm

Next meeting Wed Nov 14 @ 6:30pm in the Library