

## Crescent Park Elementary PAC September 2016 Monthly Meeting

**Date:** Monday, Sept 12, 2016

**Location:** Library

**Time:** 9:00 – 11:00 AM (Adjourned at 10:03)

**Attendees:**

- |                                       |                     |                  |
|---------------------------------------|---------------------|------------------|
| • Erin Mazza (Secretary)              | • Yvette Callewaert | • Nicole Zickler |
| • Laura Langton (Co-Treasurer)        | • Anna McKenzie     | • Cat Newell     |
| • Katherine Botelho (Co-Chair)        | • Jennifer Howell   | • Kathy Matty    |
| • Jackie Vuilleumier (Past President) | • Candy Shen        | • Lee Frost      |
| • Hilary Gottschalk                   | • Iris Du           | • Pam Robertson  |
| • Valerie Wallace-Tarry               | • Lisa Shao         | • Jenny Kepfer   |
| • Carla Perrin                        | • Beth Turner       | • David A’Bear   |
| • Tanya Denman                        | • Erica Ansah       |                  |

Item:	Discussion:	Action/Follow-up:
Call to order	Katherine Botelho called the meeting to order: 9:04	
Minutes	Katherine, Hilary and Jackie passed a motion to approve the minutes.	
Principal’s Report	<p>Principal’s Report Monday, September 12, 2016</p> <p><b>Class Organization</b> Currently, we are at 370 students for this school year. As mentioned in the notice sent out on Friday, we were projected for 388 students but there were a number of factors that brought our numbers down including students moving out of the neighbourhood and having 6 less students in FRIM 6. Usually, these new students to the program bring siblings.</p> <p><b>Meet the Teacher</b></p>	

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	<p>Our Meet the Teacher night will be on September 22nd. There will be a brief introduction of staff to families at 5 pm in the gym and a brief glance at the year. Then, families will visit classrooms.</p> <p><b>Stream of Dreams</b> Our Stream of Dreams project is wrapping up today. All students had the opportunity to paint fish and contribute to our fence outside. Thank you to all volunteer parents who helped take down the old fish, sort through what can be kept and with installation of the new fence.</p> <p><b>Athletics</b> Cross Country started Friday morning for all grade 3-7 students. Practice runs are Monday, Thursday, Friday @7:50 in the gym. Meets are on Tuesdays and the schedule is on the school website calendar. All grade 3-7 students and parents welcome to come to as many runs as they can. Students are reminded to wear appropriate clothing and footwear for running.</p> <p><b>Fine Arts Performances</b> As in the past, four performances have been booked. PAC has generously provided funds for these performances in the past and I am asking for your support again. The final costs have not been provided as they give a price range, so I am requesting that PAC put \$3000 aside for the performances.</p> <p><b>Upcoming work to school</b></p> <ul style="list-style-type: none"> <li>• Gym being painted</li> <li>• 2 Murals</li> </ul> <p><b>Deterioration of fields</b></p> <ul style="list-style-type: none"> <li>• Last Spring, a parent approached me with concerns regarding the two small grass soccer fields. The grass is “spotty” at best and could lead to injuries. In addition, the front grounds continue to deteriorate and it seems to be a cyclical pattern where I have to close it every January to April to try and save the grass. I met with manager of grounds who gave a number of scenarios for me to present to you today: <ul style="list-style-type: none"> <li>o Option 1 – reseed the field and hope for the best</li> <li>o Option 2 – get rid of grass and put gravel</li> <li>o Option 3 – shut down the fields for the year so grounds can do extensive repairs and open up a primary space on the upper gravel field. In addition, look at creating a multi-playing surface in the front grass area at the front of the school. This would increase the playing area for primary students.</li> </ul> </li> </ul> <p>&lt;Discussion on options&gt;</p>	

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	<p>Considerable discussion occurred on the option. Parents wanted to ensure that any new area be available to the Grade 2-4 students who are current high users of the smaller grass fields. David assured parents that the main field could also be open for the younger students with supervised play space at recess and lunch. Parents passed a motion to adopt Option 3 and shut down the green space for one year. The decision to approve the creation of a multi-playing surface will be deferred to the budget meeting in October. David will organize a visit with parents to see the multi-use space that has been built at Ocean Cliff.</p> <p><b>Upcoming Dates</b>  September 21st – Art Starts Presentation at 1:15 pm  September 22nd - Meet the Teacher at 5 pm  September 30th – Terry Fox Assembly and Run</p>	<p><b>David</b> to arrange opportunity for parents to visit the Ocean Cliff multi-use play area.</p>
<p>Treasurer’s Report</p>	<p>Erin provided the Treasurer’s report as Laura Langton was not at the beginning of the meeting and a new co-treasurer had not been sworn in.</p> <p>The full financial reports are available at the end of the minutes.</p> <p><b>Gaming Account:</b> we are starting out with \$9,069 in the Gaming account as the proceeds from last year’s WestJet ticket raffle must be used according the guidelines of the Gaming Commission. We will receive up to \$7,400 in additional gaming funds this year which means we will have up to \$17,000 to spend on Gaming related projects.</p> <p>Erin provided an overview of the successful fundraising efforts of last year and explained how the funds raised in the current school year, are typically earmarked for spending in the following year. We are starting the year with a healthy reserve of almost \$48,000.</p> <p><b>Budget meeting:</b> The October meeting is the annual budget meeting. All parents are encouraged to attend to have input on how PAC funds are spent for the coming year. Pizza will be graciously provided from Panago in Ocean Park for this event.</p>	
<p>Nominations for next year’s Executive</p>	<p>Two nominees came forward to fill the following two Executive positions:</p> <ol style="list-style-type: none"> <li>1. Co-Chair – Kathy Matty. Pam R made a motion to accept her nomination, seconded by Laura Langton. Motion passed.</li> <li>2. Co-Treasurer – Sue Vanin has stepped forward to run for Co-Treasurer. Erin M made a motion to accept her nomination, seconded by Katherine. Motion passed.</li> </ol>	

Item:	Discussion:	Action/Follow-up:
<p>Activity Summary for Year's Activities</p>	<p>Katherine Botelho provided an overview of the activities that PAC arranges and supports throughout the school year. The full summary of last year's activities is available with the June 2016 minutes and can be found on the school and PAC websites.</p> <p>Katherine provided an overview of our main fundraising activities for the year:</p> <p><b>Hot Lunch program:</b> our hot lunch program has a 95+% participation rate and is a major fundraiser for the school bringing in 10-12K annually. The forms for hot lunch will be distributed next week.</p> <p><b>Spring Fling:</b> rather than going door to door, our main fundraiser is an annual event for parents that includes student art auctions, silent and live auctions and raffles. The event is held in April, usually at our local Legion.</p> <p><b>Movie Nights, Spirit Wear and other:</b> last year we held two successful movie nights and a Surrey Eagles hockey night. We also bring in money from our Spirit wear sales. Order forms for spirit wear will be distributed by the end of September.</p> <p><b>Grade 7s:</b> our grade 7 class also host fundraising events to make money for year end camp and graduation. The main fundraisers are a bottle drive/tree chipping event after Christmas and a Family Bingo night in the spring.</p> <p>We also provide numerous community building events:</p> <p><b>Eat &amp; Greet:</b> our welcome back BBQ will have a new format this year as mentioned by Mr. A'Bear and will occur on Thursday, Sept 22<sup>nd</sup>. Forms to order food for the eat and greet will be distributed this week.</p> <p><b>Christmas Hampers:</b> each year we support families from our sister school in Surrey and our own families with Christmas, clothing and toy hampers.</p> <p><b>Scholarships:</b> we support 2 Elgin bursaries, and 1 EMS bursary for Crescent Park alumni students each year. Katherine read a thank you letter from the EMS student Robyn Sundar who received this year's bursary. The recipients for the Elgin bursary were Pritika Narang and Katie Kerr.</p> <p><b>Fun Fair:</b> we host a fun filled, affordable, community carnival in early June each year. We will be looking for volunteers to host this year's event.</p>	

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	<p><b>Volunteers:</b> none of our events would be successful without the generous donation of time from parent volunteers. This year Anna McKenzie has stepped up to be our volunteer co-ordinator. If you are interested in volunteering, please contact Anna via <a href="mailto:volunteer@crescentparkpac.com">volunteer@crescentparkpac.com</a>.</p>	
<p>Body Science Sessions</p>	<p>Pam R. raised the need to book Saleema Noon early for Body Science sessions for the whole school in the spring. We have used Saleema Noon in the past and have had good response with the age appropriate sessions that are targeted for each grade level. David asked that sessions be booked for end of May to align with the curriculum.</p> <p>As part of the sessions, a parent information night will be scheduled to answer any questions parents have about the sessions and their content.</p>	<p><b>Pam</b> to book sessions for end of May.</p>
<p>Meeting Adjourned</p>	<p>Motion to adjourn made at 10:05 am by Katherine Botelho and seconded by Kathy Matty. Motion passed. Minutes recorded by PAC Secretary Erin M.</p> <p>Note: these minutes are posted for early reference but will not be adopted until the next meeting. Our next meeting will be Monday, October 3rd, at 7:00 p.m., in the school library.</p>	

**Crescent Park Elementary PAC  
2016-2017**

**Sept 2016 Treasurer Report:**

Prepared by: Erin Mazza

**Opening Balances:**

Gaming Casino Fund School Grant - end of last year	28-Aug-15	\$ 9,069.65
Crescent Park PAC	7-Aug-15	\$ 39,176.77
School Account*	30-Jun-15	\$ 770.00
District Held PAC*	30-Jun-15	\$ 2,055.00
<i>*amounts to be confirmed - Gaming Cheque expected end of Sept</i>		<b>\$ 51,071.42</b>

**Expenses approved in 2015-2016 to be spent this year:**

	School Mural	\$ 885.00
	Gym Mural	\$ 2,187.00
		<b>\$ 3,072.00</b>

**Estimated Starting Balance for 2015-2016 school year** **\$ 47,999.42**

<b>CRESCENT PARK ELEMENTARY - PAC</b>			
<b>2015-2016 Budget to Actuals</b>			
<b>FINAL - Aug 31, 2016</b>			
<b>Category Description</b>	<b>2015-2016 Current</b>	<b>FINAL Aug 31</b>	<b>Difference (Current-Actuals)</b>
<b>INCOME</b>			
<b>Fundraising Income</b>			
BBQ's (Meet the Teacher Night)	\$ 200.00	\$ 216.32	-\$ 16.32
Family photo night	\$ -	\$ -	\$ -
Movie Night Minions	\$ -	\$ 1,350.27	-\$ 1,350.27
Movie Night Dinosaur	\$ -	\$ 1,114.38	-\$ 1,114.38
Surrey Eagles	\$ -	\$ 700.00	-\$ 700.00
Spirit Wear	\$ -	\$ 2,329.30	-\$ 2,329.30
Fun Fair	\$ 1,000.00	\$ 3,840.60	-\$ 2,840.60
Spring Dance	\$ 12,000.00	\$ 22,291.59	-\$ 10,291.59
<b>TOTAL Fundraising Income</b>	<b>\$ 13,200.00</b>	<b>\$ 31,842.46</b>	<b>-\$ 18,642.46</b>
<b>Hot Lunch</b>			
Hot Lunch Income	\$ 60,000.00	\$ 64,097.66	-\$ 4,097.66
Hot Lunch Expenses	\$ 50,000.00	\$ 51,818.11	-\$ 1,818.11
<b>TOTAL Hot Lunch</b>	<b>\$ 10,000.00</b>	<b>\$ 12,279.55</b>	<b>-\$ 2,279.55</b>
<b>Grants &amp; Misc.</b>			
Gaming Grants	\$ 7,100.00	\$ 7,831.00	-\$ 731.00
Income Interest	\$ 100.00	\$ 306.00	-\$ 206.00
Income Other	\$ -	\$ 306.00	-\$ 306.00
<b>TOTAL Grants &amp; Misc</b>	<b>\$ 7,200.00</b>	<b>\$ 8,443.00</b>	<b>-\$ 1,243.00</b>
<b>TOTAL INCOME</b>	<b>\$ 30,400.00</b>	<b>\$ 52,565.01</b>	<b>-\$ 22,165.01</b>
	<b>2015-2016 Current</b>	<b>FINAL Aug 31</b>	<b>Difference</b>
<b>EXPENSES</b>			
<b>Administration</b>			
Adminstration exp. including bank fees	\$ 400.00	\$ 324.55	\$ 75.45
Hospitality	\$ 400.00	\$ 612.92	-\$ 212.92
<b>TOTAL Administration</b>	<b>\$ 800.00</b>	<b>\$ 937.47</b>	<b>-\$ 137.47</b>
<b>PAC Programs</b>			
Emergency Preparedness	\$ 900.00	\$ -	\$ -
Gift Account - Leaving Teachers	\$ 800.00	\$ 1,180.89	-\$ 380.89
Scholarship Elgin & EMS	\$ 900.00	\$ 900.00	\$ -
Integration Room Supplies/Special needs	\$ 250.00	\$ -	\$ 250.00
Sports Day Snack	\$ 200.00	\$ 304.09	-\$ 104.09
Grade 7 Grad Donation	\$ 250.00	\$ 250.00	\$ -
Student Education Programs	\$ 2,000.00	\$ 1,211.01	\$ 788.99
<b>TOTAL PAC Programs</b>	<b>\$ 5,300.00</b>	<b>\$ 3,845.99</b>	<b>\$ 554.01</b>
<b>School Programs</b>			
Computers & Technology	\$ 6,340.00	\$ 6,247.63	\$ -
Field Trip Expense 374kids/\$15	\$ 5,610.00	\$ 5,610.00	\$ -
Fine Arts Performances	\$ 3,000.00	\$ 2,674.82	\$ 325.18
Library Fund	\$ 1,800.00	\$ 1,740.72	\$ 59.28
Fine Arts Supplies	\$ 500.00	\$ 76.37	\$ 423.63
PE Equipment	\$ 1,120.00	\$ 839.52	\$ -
Sports (tennis, gymnastics, inline skating)	\$ 3,600.00	\$ 3,000.00	\$ 600.00
Classroom Improvement Fund	\$ 500.00	\$ 470.61	\$ -
Garden Maintenance	\$ 200.00	\$ 57.67	\$ 142.33
Teachers Fund \$250/13 divs+Music+FSL+LST+IN	\$ 4,750.00	\$ 4,750.00	\$ -
School Mural (left over from 2014-2015)	\$ 3,720.00	\$ 2,835.00	\$ 885.00
Library Commons (left over from 2014-2015)	\$ 3,048.30	\$ 3,048.32	-\$ 0.02
Intermediate Fieldtrip (2015-2016)	\$ 3,100.00	\$ 3,100.00	\$ -
Gym Mural - (carry to 2016-2017)	\$ 3,000.00	\$ 813.00	\$ 2,187.00
<b>TOTAL School Programs</b>	<b>\$ 40,288.30</b>	<b>\$ 35,263.66</b>	<b>\$ 4,622.40</b>
<b>TOTAL EXPENSES</b>	<b>\$ 46,388.30</b>	<b>\$ 40,047.12</b>	<b>\$ 5,038.94</b>
<b>NET (Income - Expenses)</b>	<b>-\$ 15,988.30</b>	<b>\$ 12,517.89</b>	<b>-\$ 28,506.19</b>