

CASTLE PARK ELEMENTARY PAC

MEETING MINUTES CPPAC _202324_MM01_SEPTEMBER

LOCATION: LIBRARY

DATE: 9/11/23

ATTENDEES: Andrew Corbould – Principal; Jillian Fisher - DPAC Rep; Kimberley Osborne- Chair; Kimberley Parsons- Chair; Leah Amaral – Vice Chair; Shawn Ng; Treasurer; Andrea Peragine – Secretary; Natalie Newton; Trisha Letain; Cristine Margain; Deborah Ohlinger; Kelley Dooling; Lora Appleby; Lisa Hinton; Laura Furtado; Agnes Heffernan; Niki Ford- Dunnet

ZOOM ATTENDEES: Haley Khil; Simone Byrne

I. CALL TO ORDER - 19:00

- ❖ Land acknowledgement by Kimberley Osborne.

II. AGENDA & PREVIOUS MINUTES

- ❖ Approval and Acceptance of Agenda- carried, Leah Amaral and Kim Parsons.

III. PRINCIPAL'S REPORT

- ❖ School enrolment went up by 21 students, totaling 312 pupils and 14 divisions.
- ❖ New Staff include:
 - Ms. West, Mrs. Shortt, Ms. Wong, Ms. Buckles, Mrs. Barbosa
 - EA Jaymee Lynn in a temporary role
 - Mrs. Choi starting Wednesday September 13 as second secretary W/Th plus other days.
- ❖ Friday September 15 Welcome back assembly will be held to welcome new students and kindergarten kids.
- ❖ Extracurricular programs
 - Theatrix Lunch Box Theater – Peter Pan - will be Wednesdays and Fridays at lunch 12:00-12:45pm in the gym.

- Beyond the Bell – Multi Sport 2:45-4:15pm Thursdays after school in the gym
- Currently working to confirm coding and/or art activities to run after school on Monday or Tuesday or Wednesday – more info to come.
- ❖ Affordability fund
 - \$18,000.00 spent but have some carryover, if aware of any families struggling financially, please reach out to Mr. Corbould in confidence – more money is set to come.
- ❖ Grade 4/5 year end event is being worked on.
 - Sonia has been contacted for hoodies.
 - In October, the Grade 5 Leaving Committee will be formed.
- ❖ Finance Items
 - \$2500 has been spent on 17 new laptops subsidized by a buy-back grant.
 - Last year 3 TVs were purchased, 17 laptops, and 10 iPads.
 - Fitness run feet have been ordered \$829.00CAD.
 - Sandbox toys were purchased at the end of May.
 - Looking for wagons, bought 2 on sale at Costco for \$89/wagon.
 - Rainbow tables (horseshoe shape, enables kids to sit with teacher, great item to use as a primary teaching tool. The school has purchased 8 of these items, the PAC will be covering the cost of these as per classroom support fund.
 - Ms. Ouellette canvassing kids for ideas for additional sandbox toys.
 - Mr. Olstead looking into sports equipment needs
 - Art drying rack found in the school, may not need another one at this time.
 - The end of year deck project and stones have been completed.
 - Serves as a great place for reading and quiet conversations, kids have been enjoying this space.
 - \$10, 000 grant for stones came in at \$8400
 - Looking to spend the additional \$1600 to cover the cut bushes out, add crushed limestone and cut off section of railing to area make wheel chair accessible
 - \$2682.12 is the cost for the water hose cage - asking to cover the cost of this, or partial costs.
 - Learning Garden account currently holds \$2828.35 one cheque will be written to the school and school will triage payments as necessary to vendors.
 - Welcome back BBQ set for Thursday September 21. Pre order online at hotlunches.net, deadline to Order is Sunday September 17th at midnight

IV. VICE CHAIRS REPORT – CHAIRS REPORT

- ❖ Overview of PAC
 - Passive fundraisers, upcoming events. Social events, volunteer sign up, calendar, central webpage containing all information.
 - www.castleparkpac.ca is our PAC Website, all information, news and events will be posted here. A great place for families to find all information relating to PAC.

- Castle Park Elementary PAC Facebook page is our Facebook page, this is another great spot to find information.
- ❖ Calendar
 - Google calendar, set up in such a way where families can subscribe and have reminders of events sent to their phones. Find this our PAC Website.
 - School district also provides this option where families can also subscribe.
 - Calendar currently updated to reflect all events happening until end OF December.
 - Variety of events for both kids and adults alike
 - Volunteers can sign up at signup.com.
 - (a) Treat days
 - (b) Sip'n'Shop
 - (c) Hotlunches
- ❖ Family Photos – Fundraising Event
 - September 30 and October 1 Deadline to book is September 20th, 2023, please return the forms to the school before this time.
 - \$40 session – Settlers Park
 - Previous years haven't resulted in a great turnout, info to be sent out to families soon.
 - This photographer is new and has had Many successful sessions with Hazeltremback (Hazel Trembath) – she is familiar with Pac and working in a family environment.
 - Suggestion to put reviews from families re: of photography experience to go on FB. page
- ❖ Livelyhood – Joseph Richard Group - Adult only event – Friday, October 20th, 2023, 5-11pm
 - \$25 – Port Moody; \$10 of all tickets back to PAC
 - Includes Burger, (kettle cooked chips, wine/beer or a highball
 - Limited event only 100 tickets available. Purchase yours today on [Hot lunches.net](http://Hotlunches.net)
- ❖ Sip'n'Shop – Adult only event (19+)
 - Friday, November 24, 2023, 5-9pm- Over 55+ amazing artisan vendors booked.
- ❖ Festive Treat Boxes
 - December Christmas Concert.
 - Water, popcorn, treats.
 - The monies raised from last year went towards Phonic Books for the school.
 - Pancake Breakfast with Santa
 - Tentative for December 9 or 16 – to be determined.

V. TREAT DAY UPDATE

- ❖ The last Tuesday of Every month
 - Popcorn, cookies, freezies, treats.
 - \$1-\$2

- Need volunteers – approximately 4 for roughly 30 minutes.
- 1st treat day will be on Tuesday September 26 – freezies.

VI. TREASURER'S REPORT

- ❖ Revenue – \$11, 101.33
 - Dine Out Fundraiser (Emilio Finatti Pizza) – \$360.00
 - Family Fun Fair - \$10,660.06
 - Hot Lunches – Profits of \$688.73, Expenses of (\$2,415.83). Net loss of (\$1,727.10)
 - Mabel's Labels - Deposit of \$64.56
 - Popcorn/Treat Days - Profit of \$389.50, Expenses of (\$385.69) – Net loss of (\$3.81)
 - Raffle from Sip & Shop - Profit of \$1,130.00
 - Sip & Shop – Deposits for November 2023 - \$610.00
- ❖ Expenditures – (\$11, 153.03)
 - Family Fun Fair expenses – (\$2,772.91)
 - Gaga Ball Pit – Labour, asphalt, wood supplies – (\$7,170.29)
 - Planter Beautification (plants) – (\$149.74)
 - Stencil Updates – (650.00)
 - Year End Teach/Staff Appreciation – (\$410.09)
 - Overall loss for the period was (\$51.70) Overall loss for the period was (\$51.70)
- ❖ Need a volunteer to audit 2022/2023 school year financials.
- ❖ Shawn Ng will be taking on the Treasurer roll going forward.

VII. DINE OUT

- ❖ October 11 – Sushiway - set
 - Great fundraising opportunity and a night free of cooking!
 - Reaching out to additional possible restaurants
 - Golden Parrots
 - Domino's
 - Chipotle
 - Cat'n'Fiddle
 - Me'n"Eds
 - Five Guys

VIII. IDEAS BROUGHT FORTH

- ❖ Dr. Juliana Negreiros – Focus on bullying
- ❖ Traffic Safety around school – parent volunteers with bright vests from other schools have noticed a decline in speeding at neighboring schools.
- ❖ BC Wheelchair Basket Association

- Week of teaching how to play wheelchair basketball.

Meeting Adjourned at 20:02 – Next PAC Meeting is set for Monday October 16, 2023