

# MEETING Notes

## *CNB PAC – May 27<sup>th</sup>, 2019*

**Call to order:** 6:31

**Attendance review and welcome:** Christy, Trina, Wendy, Laurie, Kyla, Rebecca

**Approval of prior minutes from April 15th, 2019 :** Christy, Trina

**Approval of today's agenda:** removing motions – not required/outdated. Removing nominations – no interested parties. Christy/Trina

### **Principals Report:**

Playground:

Swings are here waiting to be installed. The school would like to add another GAGA pit given the popularity of the first one. Also looking at two tether balls, three picnic tables and a climber in the space behind the school. The climber would be \$65,000 and the picnic tables are \$7500 each. The pac will look at supporting those additions to the playground.

Learning days are coming up : June 25 is the grade 8 presentation of learning, celebration assembly barbeque and dance. June 26 will be the grade 6 and 7 presentations of learning. Watch for more information from the school on the state.

Outdoor Ed class from grade 8 is doing a two night camping trip to Manning Park June 5 to 7.

The entire school is going to the waterslides in Vernon for year-end celebrations.

June 14 grade 8

June 17 grade 6

June 21 grade 7

### **Treasurer report: (MORE TO FOLLOW FROM TRINA)**

- Approved teacher funding requests where reimbursement has not been sought
  - All expected to be funded by the end of the year (mid June) Volleyball jerseys still outstanding.
- Grade 8 student awards - currently 2, discussion was around increasing to four awards or cancelling all. Kyla to discuss that and let us know as there are no other awards for academics, sports etc.
- COBSS bursaries will be presented on our behalf as no one is available to go.

**CoPAC report:** None

## Store report:

Since the CNB Monthly Lunch Program through Barb runs through until the 21st, we thought for confusion sake we would run till then as well. Consequently the last week of June 17-21 has been opened for Volunteers. Thank you in advance for your time in signing up for the final week. I know days are busy for us all. Coffee card winners for May 13-17 is Leona, and May 21-24 is Amber. Congrats!

The Cubs Den has been stocked with cutlery and sandwich bags for the Fall. Looking ahead, soon we will be asking who would like to return as Volunteers for the 2019-2020 school year, and who are moving onto new schools and leaving us. (If you know now that you would like to return, feel free to fire off a quick YES to myself at [wendysutherland@shaw.ca](mailto:wendysutherland@shaw.ca) or text 250-878-3354. )Hopefully you have enjoyed your year Volunteering with the Cubs Den and getting to know the kids, the teachers, and support staff.

So numbers in as of today, show that all out combined efforts have shown a profit this year so far of (drum roll) **\$25,333.46 WOW! WOW! WOW!**

Again thanks to all. There will be one more final Report at the end of June tidying up all the loose ends. MunchaLunch monies are coming to an end with many prepaid now til the end of school and accounted for; a possible fridge replacement looming as ours is temperamental for holding milk, plus monies required for start up, so our final figure will not be much more.

**You. Guys. Rock! It has been a pleasure working with you all this past year.**

In appreciation, Emma Dovell, Hien Reeves, Wendy Sutherland (Cubs Den Store Committee)

**Teacher Liaison report:** Tammy away, however an email did go to the teachers with an update of PAC business. While we don't want to bombard teachers with emails, Kyla mentioned that they do appreciate being kept up to date.

## Existing Business:

- Gaga pit update: INSTALLED and very popular – so much so that supervision has been added to ensure all get a turn. ( See above)
- Teacher appreciation lunch will be attended by a maximum of 60 attendees, date is June 28<sup>th</sup> from 11:30am in the multi-purpose room.
  - To spend \$100 on decorations and \$100 on cards and scratch tickets as tokens of appreciation.
  - Theme is Greek
  - Kyla to provide a list of teachers and office staff so that we can personalize the cards. Melissa to personalize the cards.

- CNB CUB DEN store and the PAC / School – Setting clear expectation and transparency going forward
  - The CNB CUB DEN store is a PAC store and fundraiser. Much discussion has occurred recently as we have tried to define everyone’s roles and responsibilities and we truly appreciate the schools patience as we tried to understand what the schools and the PACs participation in this looks like.
  
- There was a lengthy discussion around the operations of the school store and more specifically Bank account and funds, stock and reimbursement.
  - The school bank account that the store funds go into is NOT a stand alone account as previously understood.
  - Trina identified a number of questions in the reports we get from Lynn(school Admin) - it appears that some items are booked to the store GL when they shouldn’t be and quite possibly vice versa.
  - It was decided that we would start September with a zero balance in the school store account and the PAC would provide startup funds. This will allow monthly tracking and accountability for the PAC.
    - Trina is to receive copies of all receipts for reimbursement, all invoices and all deposits and she will reconcile monthly to the report from Lynn.
  - The funds in the store each day MUST be counted and signed off by two volunteers. This way there should be no discrepancy between what is counted in the store and what Lynn counts when making the deposit.
    - To allow for faster counting the PAC will purchase a coin counter for the store.
  - It is only because we have the volunteers that we do that the store can operate as it does – THANK YOU ALL.
    - The shoppers are now taking photos of stock with receipt as a safe guard.
  - The PAC wishes to make things easier for Lynn and is very appreciative of the current amount of work done for the accounting of the store.

## New Business:

- 2019 CNB PAC nominations and vote – NONE – no nominations
  1. Secretary (Wendy may have an incoming parent interested)
  2. CoPAC representative

- Discuss the final meeting of the year and hosting an end of year PAC meeting celebration. June 17<sup>th</sup> not a good date – finalize date once Melissa is back.
- Discuss PAC providing a token of sympathy and encouragement to anyone on the PAC exec who suffers an unexpected medical emergency, up to \$100. Thoughts should revolve around adding this to the constitution as a clear rule going forward. – Discussed and will leave out if the constitution and let current and future PAC's decide on a case by case basis. Most felt it would be covered personally

New Business arising from today's meeting: Discussion on funding of playground equipment (as above Principals Report)- postponed for further discussion in June & September

Next meeting date: TBD

Adjourned: 8:20