

# MEETING Minutes

## *CNB PAC – October 21<sup>st</sup> 2019*

### **Call to order:**

6.30pm

### **Attendance review and welcome:**

- Curtis Schreiber
- Melissa Ganzeveld
- Shantelle Schneider
- Trina Joslin
- Jeff Collins
- Rebecca Desrosiers
- Rebecca Ashley
- Kyla Babcock
- Wendy Sutherland
- Deborah Lozinsky
- Chantel Desrosiers
- Emma Dovell
- Hein Reeves
- Sandy Dunn

### **Approval of prior minutes from September 23<sup>rd</sup>, 2019**

- Correction to the Store Report \$27,457.96
- Missing information regarding “CharacterStrong”
  - During the summer some of CNB’s teachers had attended a workshop to learn about “CharacterStrong”.
  - “CharacterStrong is a character education & social-emotional leaning curriculum to create positive habits through idea-based practice. It is school wide approach to create a positive culture through character education and social emotional learning.
  - Research has shown that when at school takes time to cultivate a culture of character and develop social and emotional skills, students’ grades go up and bad behavior goes down.
  - There 8 are essential character traits kindness, honesty, patience, respect, humility, selflessness, forgiveness and commitment.

When you are at the school you may see teachers and students wearing shirts with one of the essential character traits printed on it.

To find out more information please go to [www.characterstrong.com](http://www.characterstrong.com)

1<sup>st</sup> Jeff, 2<sup>nd</sup> Rebecca all in favor – APPROVED

## **Approval of today's agenda October 21, 2019**

- Additional item added – 2019/2020 Teacher's Request  
1<sup>st</sup> Melissa, 2<sup>nd</sup> Rebecca, all in favor – APPROVED

## **Administration's Report:**

Principle Curtis Schreiber -

1. Grade 9 students on the rowing (only team)
2. Spirit Week exciting week October 28 to November 1
3. Updated on a very fun 2 day field trip to Manning Park
  - a. All the kids made it to the Peak (70 kms) ran into snow
4. 4 children are heading to Japan November 9 with Laurie Fraser. Chubu University Haruhigaoka Junior High School in Kasugai, Japan
5. CNB will be looking for Homestay accommodations in February 2020 as we have the Japan students coming to West Kelowna, further information will follow
6. Grade 6 Volleyball will start in November
7. Support Staff reviews the class plan and learn how to support the children emotional and supporting reading
8. Afterschool Big White Skiing and Snowboarding is now open for registration
  - a. [http://www.bigwhite.com/ski-school-rentals/camps-special-programs/after-school-programs?utm\\_medium=email&utm\\_campaign=Ski%20%20Board%20School%20After%20School%20Program%202020%20update%20-%20Schools&utm\\_content=Ski%20%20Board%20School%20After%20School%20Program%202020%20update%20-%20Schools+CID\\_8a92f74b2b05bcc267ed7a9e07d2d89a&utm\\_source=StickyMail&utm\\_term=here](http://www.bigwhite.com/ski-school-rentals/camps-special-programs/after-school-programs?utm_medium=email&utm_campaign=Ski%20%20Board%20School%20After%20School%20Program%202020%20update%20-%20Schools&utm_content=Ski%20%20Board%20School%20After%20School%20Program%202020%20update%20-%20Schools+CID_8a92f74b2b05bcc267ed7a9e07d2d89a&utm_source=StickyMail&utm_term=here)
9. Halloween Day – no mask, no weapons (see attachment #1 for the fun week)

## **Chair Report:**

Melissa Ganzeveld –

- Welcomes all new members

## **Treasurer Report:**

Trina Joslin -

1. Balance September 23: Opening \$17354.17 Closing October 21 #19,519.76
2. Gaming Account: Opening September 23 \$418.31 Closing \$17173.36 (grant of \$16,760.00)
3. A cheque for \$75.00 fee for AGM COPAC the cost will be reimbursed.
4. COBSS \$ we don't need to vote on it just ensure that it is the amount is in next years budget.
5. Correspondence from Carson Whitely who received the scholarship was very appreciative of receiving the scholarship.

6. If anyone would like to review the Financial Statements please contact Trina at [trina@sd23.bc.ca](mailto:trina@sd23.bc.ca)

## **CoPAC Report:**

Rebecca Ashley -

- Attended the latest COPAC meeting.
- There was discussion regarding the Cannabis Store opening up near George Pringle.
  - There will be a public meeting in January
    - Website: [www.westkelowna.ca](http://www.westkelowna.ca)
- A Public Education handbook is being created and is looking for items from different PACs to submit.
- Breakfast Club will be back at CNB
- Transportation Survey was emailed to everyone.

## **Store Report:**

Wendy Sutherland -

- Munchalunch September profit \$4,093.56
- Please see Attachment #1 for a full Cubs Den Report
- If you want to volunteer it is only a few hours per week – contact the school 250.870.5177 OR [cnbstore678@gmail.com](mailto:cnbstore678@gmail.com).

**Communication Secretary:** Tammy Sanders was absent

## **Existing Business:**

- Playground Equipment
  - It was advised by Kyla that the price for the net climbing equipment had gone up to \$102,000 the original cost was \$65,000.
- Coin counter was purchased – learning curve for the volunteers
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## **New Business:**

- The Teacher's Request for 2019/2020 equipment was brought forward to discuss.
- The PAC review 24 items from various teachers of items that they would like to have for this school year.
- The budget was \$33,341.67 that was approved (please see Attachment #2)

1<sup>st</sup> Rebecca 2<sup>nd</sup> Emma all in favor – APPROVED

**Next meeting date: November 18 at 6.30pm**

**Adjourned: 9.00pm**

**CUBS DEN PAC REPORT SEPT 2019**

- Cubs Den Store opened Mon Sept 9 but no MunchaLunch Hot Food until the following week Sept 16. So the Cubs Den was open 3 weeks and 1 day (16 days) but only served Hot Lunch 11 days.
- We have had an amazing response with many new Volunteers signing up. There has been a lot of training happening. Two new Volunteers indicated to me one day recently that this was the funnest volunteering they have ever done. We try to build community and friendships and go out of our way to verbalize the Committee's appreciation for their time and effort. The weekly coffee card is an appreciated perk. The monthly Wine Draw as well, but I have to find another Winery to donate as my contact at a Winery moved. Also, one Volunteer spoke that they do not drink Wine, so perhaps we move to a coffee or tea basket with money to purchase this from Store funds if donations dry up? If we do not have continued support from our Volunteers we cannot run the MunchaLunch program, or even the Store, which is extremely busy with our increased enrollments.
- Growing pains as we are not selling as much Hot Food across the counter as we did last year, resulting in some food losses. Also the healthy options we were offering, with salad with the burger across the front counter was not popular. We have since fine tuned it so only salads are available on Munch Preorders. As well, Marmalade Café insisted on a 10 order/item minimum, which at the time seemed more than feasible. We have recently discontinued Marmalade Café because of this and are replacing with Subway. In December we will be able to go in and adjust the posted Menu, but not until then.
- Mondays Hot Food is Burger King with Cheeseburger/Chicken Jr Burger, or Chicken Nuggets option with salad if preordered. Tuesdays four noodle or rice options from Edo Japan. Wed is Lasagna, Fettuccini or Spaghetti options with garlic toast. Caesar or Greek salad available by preorder. Thur now is Subway and Hot Dogs from 5Guys Burgers. Fri is Freshbox Sushi and Sakura rice bowls.
- Frozen foods offered are Taquitos, Pizza Pops, Burger Sliders, Burritos, Chimichangas, and Corn Dogs.

- Lynn informed me at the end of September that a true accounting was not possible on her Spreadsheet as not all deposits were in on time for end of month. Her printout showed two Oct 1 debits for food purchased for Oct (\$738.96 + \$245.82) which I deducted from the September printout. Another payment to Marmalade Cafe on Oct 4 was for a Sept food order so I left that in. The modified printout shows a balance \$2415.74, with startup funds of \$2000 deducted, so profit on the store acct is \$415.74 (IT SHOULD BE NOTED THAT ALL MUNCHALUNCH FOOD EXPENSES AND ALL FOOD/SNACKS ARE PAID FROM THE STORE ACCT).
- Deposits to the PAC acct from Munch in Sept were: \$3677.82 Again this is somewhat misleading because this figure also shows food that was purchased into Oct/Nov. However, if you accept this limitation, \$3677.82 + \$415.74, shows September Profit of \$4093.56
- If we were to show an accounting of Monies deposited up to the time of our monthly PAC Meeting, today's figure would be \$2993.48 (993.48 less startup) from the store acct and \$ 5843.41 for Total profit to date of \$6836.89, however at least one restaurant bill is unpaid. In December we have the option of redoing our Menu on Much for January, and so in Dec there will be a true representation of profits Sept-Dec 2019.
- A coin counter was purchased at the beginning of Oct so the Volunteers have had two weeks to play with it. I thought it was self explanatory but there have been some struggles as some did not realize to change the mode for individual coin amounts and totals. Also some were doing it before taking out the Float and then struggling to subtract the Float amount. I will be posting a brief instruction sheet to simplify.

# CNB PAC FUNDING REQUESTS SUMMARY NOVEMBER 2019

#2

Teacher or group	Name/Description of item/project	Purpose or benefit	Estimated Cost	Amt. Allocated		Paid	Remaining
				General	Gaming		
1	Kyla Babcock - BUDGET ITEM	Bandanas					
2	Curtis Schreiber	S.C.R.E.A.M. program	\$ 7,000.00				
3	Danielle Brown	Breakfast Club Program	\$ 1,000.00		7,000.00		7,000.00
4	Hart	board games in library	\$ 100.00		1,000.00		1,000.00
5	Hart	non fiction books	\$ 1,000.00	1,000.00			1,000.00
6	Hart/Burdeniuk	book club	\$ 325.00		325.00		325.00
7	Martin	14 electric mixers	\$ 500.00		500.00		500.00
8	Burdeniuk	30 pairs snowshoes	\$ 1,949.70		1,949.70		1,949.70
9	Burdeniuk	4 ping pong tables	\$ 1,792.00		1,792.00		1,792.00
10	Burdeniuk	32 white basketball jersey	\$ 1,501.78		1,501.78		1,501.78
11	Ardo/Smith	mural with local artist	\$ 2,000.00	2,000.00			2,000.00
12	Miureau/Sadlowski	4-3D printers/power bar	\$ 4,586.00		4,586.00		4,586.00
13	Mouillierat	22 Surf tables	\$ 550.00	550.00			550.00
14	Mouillierat	game assortment	\$ 250.00		250.00		250.00
15	Mouillierat - DENIED	6x9 area rug					
16	Thomson	Tonemaster Twin Reverb	\$ 1,186.20		1,186.20		1,186.20
17	Thomson	2 Bass Amps	\$ 1,702.74		1,702.74		1,702.74
18	Thomson	Keyboard Amp	\$ 727.00		727.00		727.00
19	Thomson	Drumset	\$ 2,070.88		2,070.88		2,070.88
20	Thomson - USED QUOTE	Baritone Sax	\$ 3,963.07		3,963.07		3,963.07
21	Thomson	Flugelhorn	\$ 665.56		665.56		665.56
22	Thomson	silent brass practice systems	\$ 471.74		471.74		471.74
23	Gartrell - TO BE DETERMINED	ipads 10.2 retina display	\$429 ea				
24	Gartrell - TO BE DETERMINED	ipad cases approx \$70					
		Total	\$ 33,341.67	3,550.00	29,791.67	-	33,341.67