Meeting Notes

CNB PAC – January 21st, 2019

Call to order: 6:34

Attendance review and welcome: Laurie F, Kyla B, Tammy, Wendy, Melissa, Christy, Trina, Rebecca, Andrea, Deborah

Approval of prior minutes from November 19th 2018: Approved Christy, Trina

Approval of today's agenda: Add Gaga Pit, Vaping Issue. Approved Trina, Tammy

Principals Report:

- Prep for Grade 8 transitions to Mount Boucherie with assembly & course options coming (Feb 11)
- Students from Japan coming Feb 27th to Mar 4 still need host families parent info meeting Feb 6th
- Jan 29th electives turn over for 6/7
- Parent Teacher conferences Feb 7 & 8 online booking will be set up
 - o Variety of formats -teacher dependent watch for more info
- Discussion around report card format option A (spectrum of learning vs. Option B letter grades

Chair report:

- Discussion around misappropriation of funds in two other schools in the district what measure we have in place to protect our funds and the executive
- Thank you to Wendy, Deborah & Melissa for volunteering at the Night in December
 - We need to double the hot chocolate for next year (this year had 60 cups)
 - o Deborah to send Thank you to Tim Hortons

Treasurer report: see attached

- MG- Motion to transfer Book Club funding from gaming account to general account. Christy/Tammy. All in Favour. Approved
- MG- Motion to approve SCREAM from gaming as per Trina's correspondence from the Gaming Branch. Tammy/Christy All in Favour. Approved
 - o Correspondence saved in Treasurer records
- Wendy & Trina reviewed Munch a Lunch deposits
- Melissa to confirm COPAC to reimburse \$75 copac member fee. Trina paid personally and needs to be reimbursed
- Trina needs access to PAC SD23email Melissa to retrieve password

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CoPAC report: Emma absent. Copac 1st Monday of every month – next Feb 4th 7pm



Store report: See attached Report Jan 21.docx

Existing Business: Lunch time activities - what's available? New Business:

- Our PAC funds and account vigilance.
 - o View Only bank card
 - o 2 signatures (of 4) no pre-signing
 - o Don't sign chqs reimbursing yourself for expenses
 - o Bank statements viewed & signed monthly by Treasurer & President
 - Statements are reconciled

Store

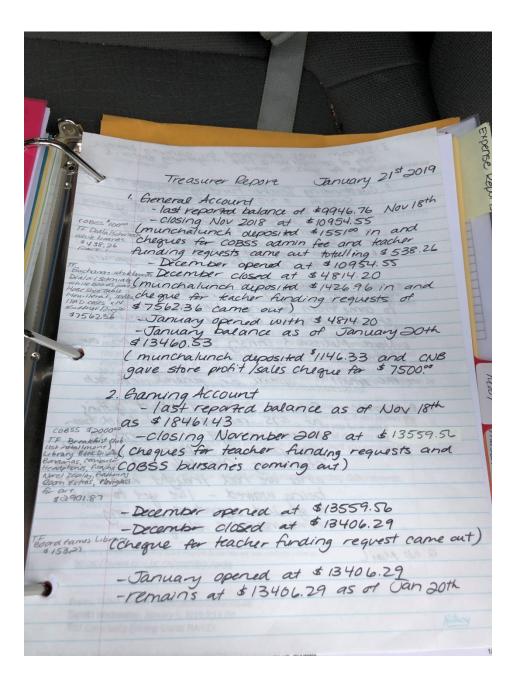
- o Store volunteer shoppers spend their own money and then give school secretary receipts for reimbursements
- Wendy to look at possibility of setting up accounts at SuperStore & Walmart to avoid the personal outlay of cash
- Updating the Constitution and Bylaws to reflect account vigilance along with executive duties and responsibilities (last updated in March 2000)
 - o Executive meeting Feb 11th 6:30
- Working on our communication. Do our parents know about us and what we do? How can we make our communication more effective and inclusive aligning with the CoPAC?
 - o School Calendar, electronic signs, newsletters, website
- CNB budget reviewed & confirmed projected budget 2018/2019 at funding meeting
- StrongStart Breakfast program, is this needed at CNB
 - o we have a different program (Food for Thought) that is well utilized
- Teacher appreciation lunch date?
 - o Last day of school June 28th
- Dates for the next CNB parent / teach conference. Do we want to open communication and be more inclusive by holding a parent / PAC dessert gathering at the same time to interact with people while they wait?
 - o Given all day structure, not doable.
- Teacher presence at the PAC meetings, encouraging 1 teacher per month to join us.

New Business arising from today's meeting:

- Vaping discussion was an issue at the beginning of the year...confident now under control
- Tabled for next meeting what to do with excess funds playground equipment?

Next meeting date: February 25th 2019

Adjourned: 8:34



3. Scream was approved by garning branch copy of correspondente Alea in garning section of have for years to come. 4. Outstanding Teacher Funding Requests
Scream \$712500 gaming
2. Connect Doom Surphis / Furniture \$71000 gaming
3. Vollayball Streeys \$947.52 gaming
4. Basketball Streeys \$1603.62 gaming
5. HP Book Club \$35000 gaming
6. LAT lawer level books \$100000
7. Break tast Club Balance \$77500 gaming 5 Move LAT books from garning to general? Especially in light of scream being able to come from garning. Nothing 'curricula' should come out of garning. Thought? 6. Need Melissa & Christy signatures on an signing authority sheet. 7. PAC email? update ar general into tes 8. BCCO PAC - Rebecca find aut about getting ar \$75 refunded? I had been unable to get a reponse so just paid it to teep us in good standing. Chantello had confirmed what we had thought about fees being waired - live yet to cash or get 2nd signature on my reimburgement cheque. 9. No Mail