

ÉCOLE CRANE PARENT ADVISORY COUNCIL (PAC)

Minutes

Date: April 25, 2022

Name	Role	Present	Regrets
Brenda Stewart	Principal	x	
Kimberly Soul	Chair	x	
Krista Pierce	Vice Chair	x	
Jen Lancaster	Special Events	x	
On Hold	Milk Program		
Lorraine Crawford	Treasurer	x	
Arleigh Hrycaiko-Assie	SGTC Rep	x	
Loni Andres	Member-at-Large	x	
Xinli Wang (Cinlee)	Hot Lunch		x
Alison McCullough-Butchart	Secretary	x	

Name	Role	Present	Regrets
Laurel Grindy	Member at Large		x
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		
	Parent Participant		

#	Agenda Item	Discussion / Notes	Action Item(s)	Who Responsible	Due Date
1.0	Welcome	<ul style="list-style-type: none"> Welcome to all! Meeting called to order 7 pm 			
1.0	Adoption of Agenda	<ul style="list-style-type: none"> Motion to approve to adopt with the change to next meeting date from May 24 to May 30 	Adopt Agenda	Moved by seconded by	Completed
2.0	Minutes of last Meeting	<ul style="list-style-type: none"> Motion to approve as written 	Adopt Minutes	Moved by Alison seconded by Arleigh	Completed
3.0	Chair's Report Kim Soul	<ul style="list-style-type: none"> No report 			

4.0	Principal's Report Brenda Stewart	To date: <ul style="list-style-type: none"> We currently have 292 students registered. Elder Alison Cox has spent several half-days with us this year in order to share her knowledge with our classes. We look forward to continuing to build relationships between her and our students. We had our first school-wide assembly this year on April 20th to celebrate International Day of Pink. Cathy Page has been hired as our Teacher-Librarian starting in September. We have 44 students registered for kindergarten for the fall. Upcoming: <ul style="list-style-type: none"> The annual Bus Ridership for all students will take place on May 17th. Our in-person Spring Concert will be held on May 12th. Due to our limited gym capacity, we will only be able to offer 2 tickets per family for the evening performances. We will have an afternoon concert where extended family members will be able to attend. Due to increased enrolment, we will need to begin to explore other options for concerts so that more family members may attend. 			
5.0	Treasurer's Report Lorraine Crawford	The current balance in the PAC account is \$10,311.81, with two withdrawals to come, one for a lunch refund for \$20, and the other for \$257.50 (wok box). Most of our deposits have been from Munchalunch, one for mom's pantry and today I deposited a cheque from Mabel's Label's for \$110.81 (and \$4).			
6.0	Special Events Jen Lancaster	<ul style="list-style-type: none"> Jen provided an overview of options for a fun event day at the school. This included many events with Amazing Entertainment and other kid friendly resources. Jen will review the budget, dates and availability and finalize an option. Popcorn may be included if budget permits. 			
7.0	Fun Lunch Friday's Xinli Wang	<ul style="list-style-type: none"> Xinli cannot hold the position next year, person must be present at the school, will review replacements Krista agreed to take over but we need someone present at the school when the food gets delivered/handed out. Krista can do the administration tasks. 			
8.0	Milk Program	<ul style="list-style-type: none"> On Hold 			
9.0	Lunch Program Lorraine Crawford	<ul style="list-style-type: none"> If Covid protocols are done for the year the lunch program will have a surplus because we use three less supervisors each shift now. Lorraine will have a better idea next month once the next invoice is paid. 			

10.0	School Grounds Transformation Committee Arleigh Hrycaiko-Assie SGTC	<ul style="list-style-type: none"> • Friendly Reminder: Glenlea Plant Sale pick up is Friday May 13th. • School yard Spring clean up date: Saturday May 28th, 9am to 12pm. It's a great way to connect with the school community and an opportunity to learn more about SGTC. • SGTC is looking for new members to join next year! Members at large and there are also opportunities such as Secretary, Treasurer, and more! If you would like to join, have questions or to learn more, please reach out to SGTC Chair, Marshall Kirton at mkirton@gmail.com 			
11.00	Previous Business	<ul style="list-style-type: none"> • Purdy's Chocolates: on its way • Teacher Appreciation May 9-13: email has been sent to parents, reminder will be sent. Lunch date and choice of restaurant to be finalized for 27 staff. Jen can fill any gaps that remain in sign up. • Grade 4 Farewell: June 17 (am) bike parade, same as last year. Each student will get \$5 gift card from BDI, need to purchase another 15 gift cards. Gift envelope will have a sticker indicating gift is from PAC. Will also look into whether BDI truck could attend event. 			
12.0	New Business	<ul style="list-style-type: none"> • PAC needs more parental support, perhaps send agenda with email and contact random parents that have shown interest in the past • Jen and Xinli need to be replaced next year, thank you for their support 			
13.0	Adjourn	<ul style="list-style-type: none"> • Motion to adjourn • Next meeting May 30, 2022 @ 7 pm, via zoom for now • Adjourned at 8:10 pm 	Adopt adjournment	Motion moved A by, seconded by	Completed
14.0	Minutes Posted	<ul style="list-style-type: none"> • Sara Lopez will post the last finalized minutes to http://www.pembinatrails.ca/crane/parent/Advisory%20Council/index.html 	Post minutes to web site		As finalized