

**ÉCOLE CRANE PARENT ADVISORY COUNCIL (PAC)**

**Minutes**

**Date: January 24, 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
	Teacher Rep		
Laurel Grindy	Member at Large	x	
Christina Elders	Parent Participant		x
Nadine Smith	Parent Participant		x
Muhamuzi	Parent Participant		x
	Parent Participant		
	Parent Participant		
	Parent Participant		

#	Agenda Item	Discussion / Notes	Action Item(s)	Who Responsible	Due Date
1.0	<b>Welcome</b>	<ul style="list-style-type: none"> <li>Welcome to all! Meeting called to order 7:02 pm</li> </ul>			
1.0	<b>Adoption of Agenda</b>	<ul style="list-style-type: none"> <li>Motion to approve to adopt with the addition of Mom's Pantry under 12.0 and removal of Shelmerdines spring from 12.0</li> </ul>	Adopt Agenda	Moved by seconded by	Completed
2.0	<b>Minutes of last Meeting</b>	<ul style="list-style-type: none"> <li>Motion to approve as written</li> </ul>	Adopt Minutes	Moved by Arleigh seconded by Jen	Completed
3.0	<b>Chair's Report</b> Kim Soul	<ul style="list-style-type: none"> <li>No report</li> </ul>			

4.0	<b>Principal's Report</b> Brenda Stewart	<p>To date:</p> <ul style="list-style-type: none"> <li>• Santa Claus' visit was a huge success. Thank you for PAC for making this possible.</li> <li>• Our Well-being and Well-becoming program group arranged for a cohort-based TAG activity on December 20<sup>th</sup>. Students enjoyed this opportunity.</li> <li>• Our kinders and cohort C had virtual winter concerts. We were thrilled that Mme Patenaude was able to pull this together for our students and families.</li> <li>• We had ~65 CSW students attend in-person learning during the week of remote learning.</li> <li>• Mme Lavoie started a leave of absence and is scheduled to return after spring break. Mme Bakkelund (Mme B.) has made herself available to fill this term position for consistency in the classroom.</li> <li>• Mme Stoeber is working on days 1 &amp; 6 as our teacher librarian for cohorts B &amp; C. Mme Tonia has assumed the role of TL for cohort A and kinders.</li> <li>• Ms. Sara Lopez is our new half-time secretary. She works mornings from 8:30 – 12:00 pm. She is a wonderful addition to our office staff.</li> <li>• Staff luncheon was SO greatly appreciated by all. Thank you!</li> <li>• Approximately 83% of families picked up Rapid Tests for home use.</li> <li>• We currently have 290 students registered. (In September of 2016 we had 227 students.)</li> </ul> <p>Upcoming:</p> <ul style="list-style-type: none"> <li>• Our virtual Scholastic Book Fair begins next week. Information has been emailed home.</li> <li>• Tri-conferences will be virtual again. Information was emailed home today. No school on February 4<sup>th</sup> for this purpose, and PD for staff in the afternoon.</li> <li>• Our Kindergarten Open House will be held virtually on February 10<sup>th</sup> at 6:00 pm. There will be a pre-registration link on the website shortly. The division is working on creating a new fillable registration form. The Permission Click version was not working. If you know of someone in our catchment area with a child who is/will be 5 in 2022, please refer them to our website.</li> <li>• Due to our continued enrolment growth, families living in phase 4 and higher in Prairie Point will attend École St. Avila as of September 2022. This affects 9 of our current students.</li> </ul>			
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		<p>We continue to be extremely thankful for our amazing school community and PAC. This year has thrown us even more curveball than the past two years, but we continue to do great work here because we feel the love and support from our community.</p>			
5.0	<b>Treasurer's Report</b> Lorraine Crawford	<p>The current balance in the PAC account is \$2893.09 with the cheque from Shelmaidines (\$1212.70) still to be deposited. (Chantale Dallaire is waiting for direction on how to proceed with the Shelmaidine's cheque.)</p>			
6.0	<b>Special Events</b> Jen Lancaster	<ul style="list-style-type: none"> <li>• Possible events in spring depending on rules: possibly carnival, magician, spoon artist, juggler or other artist, teacher appreciation is normally in May</li> <li>• Brenda confirmed that currently only people allowed in school are those that have to be there, no extra curricular activities being held. Brenda confirmed school is following provincial guidelines regarding masks and distance, mask breaks are in place safely, any questions to go to division.</li> <li>• Krista raised some parents concerns about restrictions, PAC should represent all parents views, outside there is low transmission and possible long term consequences if wearing masks.</li> </ul>			
7.0	<b>Fun Lunch Friday's</b> Xinli Wang	<ul style="list-style-type: none"> <li>• Price was set too low so profit was minimal</li> <li>• There is a delivery fee for pizza but not other food</li> <li>• Brenda agreed that this can continue, Jen said this was good for students because not much else they can do right now</li> <li>• If a student is absent and they order food there may be extras available in that class</li> </ul>			
8.0	<b>Milk Program</b>	<ul style="list-style-type: none"> <li>• On Hold</li> </ul>			
9.0	<b>Lunch Program</b> Lorraine Crawford	<p>The second lunch deposit will be made at the beginning of next week, Brenda will include a reminder for parents in her weekly email (Thank you).</p> <p>The efforts to keep students 2m apart at lunch have been successful thanks to the teachers and Brenda coming up with lunch hour seating plans to ensure a safe eating space. The pool noodle/yardsticks have been invaluable in helping to show students how much 2m really is!</p>			

		The lunch Program is actively looking for new lunch supervisors as we will be losing a few of our high school students when the second semester starts in mid-February. VMC has posted about the job on their website, I am looking forward to hiring some supervisors who are as wonderful as the current batch of VMC students we have.			
10.0	<b>School Grounds Transformation Committee</b> Arleigh Hrycaiko- Assie SGTC	<ul style="list-style-type: none"> <li>Grant writing in progress</li> </ul>			
11.00	<b>Previous Business</b>	<ul style="list-style-type: none"> <li>Fundschrift – cheque ordered</li> <li>Flip Give – cheque deposited</li> <li>Shelmerdines -cheque received to be deposited</li> <li>Remote week lunch for teachers – expense submitted</li> </ul>			
12.0	<b>New Business</b>	<ul style="list-style-type: none"> <li>Purdys</li> <li>Mom’s Pantry: This is ready to go, order end date for February 18th, and the delivery will be March 7, 2022. Email to go out this week.</li> <li>Balance allowed for long term projects (SGTC) but should be used in year fundraised because students who raised funds are in school. We carried balance for classroom enrichment in fall (\$1k).</li> </ul>			
13.0	<b>Adjourn</b>	<ul style="list-style-type: none"> <li>Motion to adjourn</li> <li>Next meeting February 28, 2022 @ 7 pm, via zoom for now</li> <li>Adjourned at 7:50 pm</li> </ul>	Adopt adjournment	Motion moved A by, seconded by	Completed
14.0	<b>Minutes Posted</b>	<ul style="list-style-type: none"> <li>Sara Lopez will post the last finalized minutes to <a href="http://www.pembinatrails.ca/crane/parent/Advisory%20Council/index.html">http://www.pembinatrails.ca/crane/parent/Advisory%20Council/index.html</a></li> </ul>	Post minutes to web site		As finalized