

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

Date: November 28, 2022

Name	Role	Present	Regrets
Chantal Rochan	Principal	x	
Kimberly Soul	Chair	x	
Krista Pierce	Vice Chair/Special Events		x
Jen Lancaster	Member-at-Large	x	
On Hold	Milk Program		
Lorraine Crawford	Treasurer		x
Christina Elders	Parent Participant		x
Marshall Kirton	SGTC Rep	x	
Georgia Couturier	Hot Lunch		x
Alison McCullough-Butchart	Secretary	x	

Name	Role	Present	Regrets
Laurel Grindy	Member at Large	x	
Lorraine Chatel	Teacher Rep.	x	
Kim Christina Nguyen	Parent Participant	x	
Nadine Smith	Parent Participant		x

#	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 	Adopt Agenda	Moved by Laurel seconded by Alison	Completed
2.0	Minutes of last Meeting	<ul style="list-style-type: none"> Motion to approve as written 	Adopt Minutes	Moved by Jen seconded by Alison	Completed
3.0	Chair's Report Kim Soul	<ul style="list-style-type: none"> No report 			

4.0	Principal's Report Chantal Rochan	<p>To date:</p> <ul style="list-style-type: none"> • Our Halloween Festivities were fun for all. We had a parade in the hallway. • Our Remembrance Day assembly was well attended. It was led by our grade 4's under the guidance of Mme Page and Mme Patenaude. • Our Artist in Schools has begun beading with our older classes. • Hearing screening for all students in kindergarten and grade 1 is now complete. • The Mobile Vision Clinic was very successful with many students signing up to get their eyes checked. • All students took part in Bus Ridership. • We had our first "Équipe Maison" for all students. Students are paired up with other classes to get to know each other and work on our belief statement. • November 25th was our divisional PD Day in the following areas: Well-Being, Math and Commit to Kids training. • As of today, we have 268 students registered at our school. • There have been more absences lately due to illness. We continue to monitor our numbers and encourage parents to call or email the office to let us know. <p>Upcoming:</p> <ul style="list-style-type: none"> • No school on December 2nd due to an administration day. • Christmas Cheer Board- Feed a Family for all classes. Information will be sent home to parents. • We will be once again having a few "spirit days" leading up to the holiday break. Information will be emailed home in the coming weeks. • Winter Concert will take place at Soul Sanctuary on December 13th at 6:30pm. • Report cards are scheduled to open online on December 14th. • Tuesday, Dec 20th- Holiday Assembly at 2:15pm in the gym • Winter break begins on December 22nd (Thursday) this year and classes resume January 5th (Thursday). 												
5.0	Treasurer's Report Lorraine Crawford	<ul style="list-style-type: none"> • Account Balance - November 28, 2022: \$15,952.70 <table border="0" data-bbox="380 1291 1404 1497"> <thead> <tr> <th data-bbox="380 1291 661 1323">Date</th> <th data-bbox="661 1291 1134 1323">Credit</th> <th data-bbox="1134 1291 1404 1323">Debit</th> </tr> </thead> <tbody> <tr> <td data-bbox="380 1356 661 1388">November 1, 2022</td> <td data-bbox="661 1356 1134 1388"></td> <td data-bbox="1134 1356 1404 1388">\$5 -Bank fee-cheque copy</td> </tr> <tr> <td data-bbox="380 1421 661 1453">November 3, 2022</td> <td data-bbox="661 1421 1134 1453">\$375- Munchalunch</td> <td data-bbox="1134 1421 1404 1453"></td> </tr> </tbody> </table>	Date	Credit	Debit	November 1, 2022		\$5 -Bank fee-cheque copy	November 3, 2022	\$375- Munchalunch				
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		<p>November 7, 2022 \$1158- "</p> <p>November 14, 2022 \$745.12- "</p> <p>November 21, 2022 \$580.01- "</p> <p>November 22, 2022 \$45.90- Kim for hot lunch needs</p> <p>November 28, 2022 \$176.06- "</p> <p>November 28, 2022 \$11,225 – Fundsript</p> <ul style="list-style-type: none"> There is a cheque for \$57.32 from Mabels Labels that I will deposit tomorrow, and a cheque to be written to Georgia for \$375.45 (pizza). 			
6.0	<p>Special Events Krista Pierce/Jen Lancaster</p>	<ul style="list-style-type: none"> Special Visitor (santa) confirmed, gift card will be provided as a thank you. An orange will be given to each child, these are prepared by office staff in a wagon to distribute to kids in assembly. Spring Ideas. Carnival as a family event, dance but may not work with the age of the kids. Carnival is a lot of preparation, committee required in the past. Also, a concert outside with a BBQ. We will review again in the spring. 			
7.0	<p>Fun Lunch Friday's Georgia Couturier</p>	<ul style="list-style-type: none"> Our first lunch was last week and it went well (thanks to Lorraine's assistance!) We have 2 more lunches scheduled before the Christmas break. I'll open up ordering for the January/February session the first week of December. We had discussed moving the fun lunches to Thursday's as there were many Friday's with no school this fall, however I am unavailable to assist on Thursdays. I'd like to suggest either moving it to Wednesday (as I can attend) or keeping them on Friday. According to the school calendar there are only 4 Friday In-Service days for the remainder of the year, plus Good Friday so we'd be missing 5 weeks of lunches for that option. Kim will follow up with Georgia as to what day of the week works for her, the committee was agreeable to the lunch being on any day. 			
8.0	<p>Milk Program</p>	<ul style="list-style-type: none"> On Hold 			

9.0	Lunch Program Lorraine Crawford	<ul style="list-style-type: none"> Fully staffed, but hired a couple of more subs due to frequent illnesses among staff. 			
10.0	School Grounds Transformation Committee Marshall Kirton SGTC	<ul style="list-style-type: none"> New member on committee, more would be welcome More activity in new year Cheque for farm to school for \$770 			
11.00	Previous Business	<ul style="list-style-type: none"> Shelmerdines: The fundraiser ends this week, pick up date is on December 15th (Lorraine). Kim to assist with pick up day. Fundschrift (Laurel). 21 orders, \$11,000 for gift cards, donation \$398, also \$100 donation from a family, December 8 pick up (tentative). Moms Pantry in the Spring (Lorraine) Purdys in the Spring 			
12.0	New Business	<ul style="list-style-type: none"> 		Motion moved by, seconded by	
13.0	Adjourn	<ul style="list-style-type: none"> Motion to adjourn Next meeting January 23, 2023 @ 7 pm, via zoom for now Adjourned at 7:41 pm 	Adopt adjournment		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