



Cheam PAC Meeting  
Feb 27, 2023  
Location: Zoom

## **1. CALL TO ORDER**

### **1.1 Call to Order: 7:33pm**

Welcome, Introductions

Attendance: Megan, Lyndsay, Iain, Tanya, Polly, Carla, Laurel

Acknowledgements: Cheam Elementary PAC is acknowledging that we are on the unceded territory of the Sto:Lo people.

Quorum met

Agenda amended to add 3.5 BCCPAC Conference; revised agenda approved by Polly and seconded by Tanya

January's meeting minutes approved by Carla and seconded by Laurel

## **2. UNFINISHED BUSINESS/CARRIED OVER FROM LAST MEETING**

N/A

## **3. NEW BUSINESS**

### **3.1 Principal's Report**

Arts Festival - Prior to the pandemic there was a plan to do an arts fair where kids would sign up for workshops offered once a week in the afternoon. The workshops were to be offered by staff/parents, they would be multi-grade and span a 6 week time frame. Staff has changed since the original idea was developed and the new plan is to host a smaller scale art festival. The specific details are still being finalized but essentially over the course of term 3 students will work on arts projects to be displayed/presented at an open house at the school at the end of May. Some classes will work together to do a combined project – visual arts or musical presentation. During the open house, the gym will

be set up as a gallery so kids can display artwork. For those doing performance art, parents will be invited during the daytime to watch the presentations in the classroom. The presentations will be recorded and then later played on a loop in the gym during the gallery.

Andy the Musical Scientist is coming to perform on May 23<sup>rd</sup>. This will tie in well with the art festival.

Christmas concert – Mr Gardner has informed the teachers of the plan for next year. Megan is looking at booking a venue.

Counselor Brad is at our school M, W and every other Fri. He is working on an idea 'Coffee with a Counselor' where parents can drop in to discuss social and emotional learning. In the next few weeks Brad will put out a survey to understand what topics would be of most interest to parents. He would then plan to have these drop in sessions begin after spring break.

Affordability Fund - \$12K given to our school. A portion of the funds has been spent on school supplies and field trip fees for those who need it; food supplies, hot plate, mini fridge for student support room in portable 8. Cheam's child and youth care worker has been leading the program to provide extra snacks and hot lunch soup on Wednesdays, and pancakes on Fridays; Superstore gift cards have also been purchased for families needing the support. The district is handling the purchasing of these gift cards. Mr Gardner has been including information about the Affordability fund in his monthly emails. If at end of May there is money left, Mr Gardner would like to offset the cost for the school wide Bridal Falls Waterpark day, to make it easier for families to attend.

Playground – The old swing sets were a safety concern and could no longer be properly maintained so the district grounds crew removed them. Work also needs to be done to address the broken asphalt, gravel and muddy bark mulch. Grounds crew was able to pull up broken sidewalk and in the process needed to remove the 'rocketship' equipment to gain access; the rainbow arch way is still there. Due to the wet weather, the grounds crew wasn't able to finish pulling out the gravel and put in bark mulch since the vehicle needed would ruin the playing field so they will wait until warmer weather. And a paving company will come to do the sidewalks. There is now a large space where the swings were removed so the plan is to get new playground equipment. Mr Gardner has been in touch with Brad Neufeld at Habitat Play Systems. The district has partnered with this company to do all playground equipment purchases/installs. Brad is working on variations of equipment that would fit in this space. Ideally looking to have a variety of climbing, spinning components, suitable for all ages, and inclusive components to accommodate those with mobility issues. The 'Crab Trap' piece incorporates many of the features we are looking for and can add in smaller one

off items too. Need to purchase it as one item installed at one time. Fits a high volume of kids on it at one time. The price is \$125K USD. Brad is also looking into a series of components that we could add piece meal so cost would be spread out. Mr Gardner is speaking with Al, Head of Facilities at the school district, to discuss funding for this. Habitat has been working with a grant fundraising company and had success in the past. The company would help us put together a package to apply for grants. The expectation from this organization is that the PAC would also need to contribute a small portion financially. Mr Gardner is forming a committee to take on this playground project. He has asked the teachers and he is also looking for about three parent volunteers as well to help form a plan and make decisions. In this week's PAC email, Tanya will put out a call to parents to volunteer for this committee.

### **3.2 Executive Reports**

*Treasurer*

**TREASURER'S REPORT - JANUARY 2023**

<b>GENERAL ACCOUNT</b>					
TRANSACTION DATE	CHQ#	DESCRIPTION	EXPENSE	INCOME	BALANCE
<i>Balance Forward (as at December 31, 2022)</i>					<b>\$ 21,125.62</b>
3-Jan-23		DeVry profit		530.04	\$ 21,655.66
6-Jan-23	180	Poinsettia refund to parent	13.00		\$ 21,642.66
7-Jan-23	181	Classroom support	165.00		\$ 21,477.66
9-Jan-23		Munchalunch		877.90	\$ 22,355.56
16-Jan-23		Munchalunch		682.83	\$ 23,038.39
17-Jan-23	182	Bereavement gift	101.38		\$ 22,937.01
23-Jan-23		Munchalunch		569.56	\$ 23,506.57
23-Jan-23		Pancake breakfast - expense reimbursement for refunded items		24.98	\$ 23,531.55
30-Jan-23		Munchalunch		360.33	\$ 23,891.88
30-Jan-23		Purdy's profit (\$197.30); pancake breakfast reimbursement (\$507.06)		704.36	\$ 24,596.24
<i>Total Income and Expenses</i>					279.38 3,750.00
<i>Ending Balance (as at January 31, 2023)</i>					<b>\$ 24,596.24</b>
<b>COMMITMENTS ON ACCOUNT</b>					
		Munchalunch: Accounts Receivable		134.75	
		Munchalunch: Accounts Payable	43.25	-	
		Subtotals	43.25	134.75	
<i>Total Cash Available (as at January 31, 2023)</i>					<b>\$ 24,552.99</b>

<b>GAMING ACCOUNT</b>					
TRANSACTION DATE	CHQ#	DESCRIPTION	EXPENSE	INCOME	BALANCE
<i>Balance Forward (as at December 31, 2022)</i>					<b>\$ 4,724.19</b>
11-Jan-2023	33	Pancake breakfast	22.40		
12-Jan-2023	31	Pancake breakfast	43.66		
30-Jan-2023	34	Pancake breakfast	507.06	-	
<i>Total Income and Expenses</i>					573.12 -
<i>Ending Balance (as at January 31, 2023)</i>					<b>\$ 4,151.07</b>
<b>COMMITMENTS ON ACCOUNT</b>					
07-Jan-2023	32	Field Trips	1,048.00		
<i>Subtotals</i>					1,048.00 -
<i>Total Cash Available (as at January 31, 2023)</i>					<b>\$ 3,103.07</b>

<b>CASH BOX (FLOAT)</b>					
TRANSACTION DATE		DESCRIPTION			BALANCE
(this float is kept in the locked PAC box in the staff room)					
<i>Balance Forward (as at December 31, 2022)</i>					<b>\$ 100.00</b>
<i>Ending Balance (as at January 31, 2023)</i>					<b>\$ 100.00</b>

## 2022-23 Year to Date

ITEM	APPROVED		ACTUAL	
<b>INCOME</b>				
Gaming Grant	\$ 5,000.00		\$ 4,840.00	
Hot Lunches + Milk Program	750.00		753.61	
Fundraising	4,500.00		2,144.18	
SD PAC Grant	150.00		150.00	
Yearbook sales	150.00		60.00	
<b>Total Incomes</b>		<b>\$ 10,550.00</b>		<b>\$ 7,947.79</b>
<b>EXPENSES</b>				
			<b>Spent</b>	<b>Remaining</b>
Special Approved Expenses	\$ -		\$ 101.38	-\$ 101.38
Athletic Department	800.00		-	800.00
Classroom Support (\$165/division + EA)	2,275.00		165.00	2,110.00
Field Trips	2,300.00		1,048.00	1,252.00
Library	700.00		-	700.00
Special Events Committee	850.00		632.96	217.04
Staff Appreciation	200.00		-	200.00
Green/Earth/Environment Committee	-		-	-
BCCPAC Membership	1,000.00		75.00	925.00
Office Supplies	40.00		-	40.00
World Book Day (books for families)	1,000.00		-	1,000.00
Yearbook software	175.00		-	175.00
Munch-a-lunch fee	336.00		336.00	-
Cheque/Etransfer Fees	50.00		-	50.00
Grad Fund	300.00		139.59	160.41
FoodSafe Certification (Level 1)	100.00		-	100.00
Fruit Program	200.00		120.82	79.18
		<b>10,326.00</b>	<b>2,618.75</b>	<b>7,528.07</b>
<b>Net Income/Loss</b>		<b>\$ 224.00</b>		<b>\$ 419.72</b>

No more hot lunches included in end of Jan. Purdy's fundraising came in which was approx. \$200. Devry fundraiser brought in just over \$500.

### DPAC

A police report was filed by a community member about criminal books being in our libraries. Parents can be assured that the materials in our school libraries are appropriate for students.

Only six schools in the district don't have childcare on site or close by. Cheam is one of those six.

Affordability fund - principals can request more funds if needed and also there was discussion about applying for extensions if money wasn't used by end of the school year.

Bowls of Hope were hoping to be have help advocating for food being included in school district budgets, letters are due tomorrow, Feb 28, 2023.

SAGE committee (city committee) looking for more participants.

Board passed budget at past meeting

BCCPAC meeting/conference May 5-7

Emergency preparedness meeting March 6<sup>th</sup> at 6pm on zoom, look at DPAC Facebook for details

Do PAC's provide childcare during meetings in-person? Would this help parents attend meetings? Let PAC know, cheam-pac@sd33.bc.ca

### **3.3 Committee Reports**

#### *Hot Lunch:*

Mar 10 – Shandhar Hut: order deadline is Mar 3

Three hot lunches in third term; one is on Sports day June 9<sup>th</sup>.

#### *Spirit*

March 3<sup>rd</sup> is World Book day

#### *Fundraising:*

DeVry – open ordering after spring break, delivery Sat May 14<sup>th</sup> just before Mother's Day.

Neufeld – open ordering after spring, pickup day is May 4<sup>th</sup>

Break the rules – Special Events committee organizes and teacher support for this, details tbd

Bottle Depot: runs all year long, use school phone number, info sent out in weekly PAC email

#### *Special Events:*

N/A

#### *Yearbook:*

Approximately half of the teachers still need to submit class photos (activities, field trips, etc). Lyndsay will follow up with them.

#### *Grad:*

Nothing to report

### **3.4 Emergency Preparedness**

Mr Gardner said he hasn't visited this topic in several years. We need lots of funding to get school properly prepared with food and water for 72hrs. \$15K for basic ration bars and water for all students and staff for 72hrs. There is no district funding specifically for emergency preparedness. Maybe within school budget each year some funds could be put aside and keep adding to it. There are many things to consider beyond just food/water, specifically washroom facilities, heat, medical, etc. Mr Gardner will speak with other principal colleagues about

how they deal with this at their schools. There are lists that exist to go from but it would be preferable to have a standardized list from DPAC. It was suggested that parents supply kits for their children at start of year. Mr Gardner suggested creating an emergency preparedness committee and also get staff involved through health and safety. This topic will be added to unfinished business and Polly to bring up request for standardized list and see what other schools doing at DPAC level.

### **3.5 BCCPAC Conference**

PAC increased the budget for this since it is two days and 1 night. The expectation is that the person attends and shares a report with the PAC on what they learned. Polly would like to attend as she is our DPAC rep but anyone else is welcome to. Polly will post in Facebook group and see if anyone else wants to go. We will be registering for this conference soon to get the early bird discount.

## **4. OPEN DISCUSSION**

N/A

## **5. Meeting adjourned at 8:54pm**

Business carried over: Emergency Preparedness and Playground Committee

**Next PAC Meeting:** April 3, 2023 at 7:30pm by Zoom