

Minutes

École Coquitlam River Elementary Parent Advisory Council

Thursday, October 2nd, 2024

1. In Attendance & Introductions

Secretary's Note: There were some discrepancies with the May/June 2024 minutes, if you're interested there is a note at the end of this meeting minutes explaining that.

Meeting start time: 19:07

In Attendance

Nathan Budarick, Tanya Wu, Chelsa Giesbrecht, Tajana Ferns, Pamela Starlevich.

On Zoom: Tanya Sowden, Mina Sayyadi, Nicole, Richard Xu, Mike, Adriana Carvajal, Marina, Jennie.

2. Approval of Minutes – September

Minutes were approved by Chelsa Giesbrecht.

3. Approval of Agenda

Agenda was approved by Tanya Sowden.

4. Principals Report

- New secretary starting on Monday. The previous was filling in for a long-term leave. The new secretary has filled in before and her name is Shelly.
- Photo day on Monday. This is the individual photos; the class photos are in Spring.
- We have two early dismissal days, the 23rd and the 24th, this will be for goal setting and parent teacher meetings. The week before, teachers will send out an interim update report. More information to come next week.
- November is literacy month. We will be running events throughout the month, including a family reading day to encourage a love of literacy and reading.

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- David will not be here at the next PAC meeting as he will be at a conference in Chicago.
- Extra curriculum activities are starting in November for the grade 4s and 5s. Should be Volleyball, with Basketball starting in the new year. Grade 3s-5s will be starting running and other activities in the Spring.

Q&A

5. Treasurer Update

CRE PAC TREASURER REPORT

School Year 2024/2025

Meeting date: Oct 02, 2024

Prepared by: Lina Grajales (absent for meeting)

PAC Donations have been set up on MunchALunch

Please remind the teachers that the following will be available to them again. More detailed information to follow next week, along with the reimbursement forms.

- Classroom Fund: \$150 per division
- Field Trip Fund: \$5 per student
- Teacher Wish List: \$2,500

Account Balances – Oct 02, 2024

- Operating Fund - \$21,502.61
- Pending: \$ 252.55
- \$123.19 remaining to use for a popcorn machine, or another item
Gaming Fund – \$10,105.69
- Received the Community Gaming Grant: \$ 6,160.00
Playground Fund - \$13,231.52
Grade 5 Account - \$ 3.67

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Item	Approved Budget 2024-2025	Spent to Date	Current Balance
BCCPAC Membership DPAC Representative	\$ 75		\$ 75
Babysitting (\$17.50/hr)	\$ 700	\$ 52.50	\$ 647.50
Social Committee	\$ 300	\$ 172.06	\$ 127.94
Classroom Funds	\$ 3,000		\$ 3,000
Teacher wish list	\$ 2,500		\$ 2,500
Field Trip Funds	\$ 1,600		\$ 1,600
Snowflake Ball	\$ 1,250		\$ 1,250
Pac Movie Night	\$ 1,000		\$ 1,000
Grad Funds	\$ 500		\$ 500
Christmas Hampers	\$ 500		\$ 500
Strong Start	\$ 500		\$ 500

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PAC Supported Lunches	\$ 3,500		\$ 3,500
Munch a Lunch	\$ 280		\$ 280
Miscellaneous Admin Expenses	\$ 500		\$ 500
Volunteer appreciation gifts (draws)	\$ 200		\$ 200
TOTALS:	\$ 16,405	\$ 224.56	\$ 16,180.44

6. Chairpersons Report

- Hot Lunches/Treat Days for this month:
 - TCBY Frozen Yogurt – Friday, Oct 4th
 - Little Caesars Lunch – Thursday, Oct 10th
 - Treat Day – Thursday, Oct 18th More information on what the treat will be sent out through teachers. Probably going to be something like wagon wheels.
 - Fruit and Veg Day – Tuesday, Oct 22nd. Will be pears.
 - Sushi Fu – Thursday, Oct 24th
 - For all dates, see PAC News – going home this week.
 - Signup Link for Hot Lunches – <https://tinyurl.com/HotLunchHelp>
- PAC Positions
 - We are looking for more people to help with event planning throughout the year.
 - If you can help with this or anything else, please email crepacexecutives@gmail.com or come and chat.
- Upcoming Fundraisers / Events

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- Sun Oka Apple Fundraiser – Ends October 9th. –
<https://tinyurl.com/CREapples> This should be delivered on the 16th or 17th of November.
- Purdy's - <https://tinyurl.com/CREpurdys> (Ends Nov 22).
- Costume Sale - We've been collecting clean, good condition costumes in a bin at the front of the school for our first ever \$5 Costume Sale, happening next week after school on the 10th and 11th.
 - A note will go out with students from their teachers.
 - We have clothing racks and hangers at the school but we may not have enough at the school. Marina is going to organise any extras that are needed, as Tanya, and others have extra racks or hangers that can be lent as needed.
- Welcome Back Movie Night – Thursday, October 24th. Pay PAC Donation and your family gets in free! The movie will be Hotel Transylvania. Tickets are available on MunchaLunch along with pizza and crazy bread pre-orders. Costumes are encouraged.
- Stay Safe & My Safe Life Courses – Friday, October 25th. My Safe Life is full, but there are still spots in Stay Safe, for ages 9-13. If your child is just on the cusp of turning 9 and if you'd like to switch them for the My Safe Life course to Stay Safe instead, please email us to change it.
crepacexecutives@gmail.com
- Shopping Night – Thursday, November 14th 5-8:30pm. Email crepacexecutives@gmail.com for Application. Volunteers are needed to help out with clean up and setup.
- Scholastic Book Fair – November 12th-15th in the library, will be open late on the 14th to coincide with the shopping night. We also need volunteers for this too.
- Snowflake Ball – Friday, December 6th – photos by Kim Culbert Photography. These will be family Christmas photos, not Santa photos, More information to come.
- Holiday Movie Night – Friday, December 13th – more info to come.
- Volunteer draw for movie passes – the week of the 16th.
- Growing Smiles fundraiser – More information to follow

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- Community Book – We are in contact with the organisers and we are expecting more information from them this week. Once we have it, we will send it out.
- We will not be doing Santa photos this year.
- Ongoing Fundraisers:
 - **Cobbs @ Oxford crossing** – you can donate your points to the PAC.
 - **Mabel's Labels** – go to mabelslabels.ca and click “support a fundraiser” search for our school (CRE PAC) and get shopping. There is a wide variety of labels you can create.
 - **Return it Depot** - walk up with your bottle returns in a clear or see-through blue plastic bag and put in the school's phone number (604) 942-0241 into the express return machine – print out your labels and place them on the bags to leave in the express return area for your deposit to go to the fundraising efforts. Don't forget to scan the bag, and remember there is a **maximum of 12 glass bottles per bag, and 6 bags per day.**

Q&A

7. DPAC

No DPAC news, as the representative was sick and unable to make the meeting.

8. Grade 5 Update

- There was a post in the CRE Parents facebook page from Angela West-Cliffe on September 13th asking for people to form a committee – reach out to her if you are interested in helping plan events for your grade 5s.

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9. New Business

- Charlie's Chocolate Factory – Chocolate Lollipops on the last day before Christmas Break. Four options, \$2, \$2.25, \$3, \$3.50. Cost would be roughly \$1078 @ \$3.50 a piece, or \$616 @ \$2 a piece. Last year we had to go for the \$3.50 ones as we ordered late, so if we can get our order in early, we could get the \$2 ones, and save a bit of money.
 - ***Vote to allocate money for Charlie's Chocolate Factory's chocolate for the last day before Christmas Break: 9 for 5 abstain.***
- Hip Hop Week – Update from David: November dates will not work, though the mid December dates could work. This would be from the 9th to the 13th. We could do January, though that would conflict with the Gym equipment. These dates will be confirmed and when that happens more information on this will be sent out.
- A new popcorn machine has been found, though we may not have it in time for the movie night(s). If needed we could get some bags of popcorn for those nights, though we would get two bags instead of three, as that was too much last time.
- Snowflake ball: We could have a DJ for it. It was suggested that we go for DJ Ted Music. The cost would be roughly \$150 per hour + GST, with the ball going from 6-8pm. We would have to confirm if there is a minimum spend, or what would be needed for setup and take down of the DJ station. This would fall well within the current budget set from last year for the ball.
 - We also had some suggestions to do face painting, balloon decorations, tattoos, or some other activities. These were put forward, though we would need some extra people to help out with this, and we would have to discuss this a little more
 - ***Vote to allocate money to hire DJ Ted music from the current Snowflake Ball Budget: Unanimous in favour.***
- Is there going to be a bike riding program? It was done a couple of years ago, and it would be great to have it done again. This could be supported by the gaming fund. David will get us some more information from the last time it was run, a couple of years ago. The course goes over riding in general, safe riding practices, and stopping at crosswalks. The last time it was organized,

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the team hosting it brought bikes so students without bikes, or those that could not bring them to school, could be involved. Previously it was done for the grade 4s and 5s.

- Richard was interested in donating books to the library. This can be done at any time, just bring them to the library, and they will be checked over and added.

10. Next Meeting – Thursday, November 7th at 7pm in the library.

11. Adjournment: 19:56

12. Secretary's note: *There were some discrepancies with the May and June minutes. In the May minutes, there should have been an announcement that the June meeting was going to be the AGM, and that all the executive positions were up for election/re-election. I have spoken to people that were there, and it was announced in the meeting, though, it was not recorded in the minutes. In June, there was a large number of people on Zoom, however, by the time voting for positions came up, the Zoom call had expired, and no-one rejoined. That is why the number of people voting for positions for the executive roles was so small, compared to the number of attendees. Finally, at the AGM there were two people added in as co-chairs for the chair position, this is not valid through our founding documents. To address these mis-communications, we have made sure that we now have a dedicated Zoom licence (Voted on at the last meeting), and we will do a better job at announcing the AGM. To fix the double co-chair mistake, Tanya Sowden has been named co-chair, and Chelsa Giesbrecht has been named Vice Chair. If you have any questions or concerns please contact the PAC, or bring them up at the next meeting, in November.*