

Minutes – AGM Meeting

École Coquitlam River Elementary Parent Advisory Council
Thursday, May 8, 2025

1. In Attendance & Introductions

Meeting Start Time: 19:07

In Attendance: Tanya Wu, Alysha Hackett, Chelsea Geisbrecht, Lina Grajales, Angie Morton, Tara Morton, Marina Bradshaw, Tanya, Wilson, Nicole Spindor, Ainsley Pescitelli

2. Approval of Minutes – For April Meeting

Minutes were approved by: Chelsea Geisbrecht and Marina Bradshaw

3. Approval of Agenda

Agenda was approved by: Lina Grajales and Tanya Wilson

4. Principals Report – David Mushens

- Planetarium was a great success. Everyone loved it.
- Tennis this week
- French immersion kids went on a field trip
- Track meet after the long weekend
- Staffing stuff – Currently planned to be the same as this year.

Q&A

- Portable Planetarium could be done every few years.

5. Treasurer Update

CRE PAC Treasurer Report
School Year 2024/2025

Meeting Date: May 8, 2025

- Classroom fund – due by the end of may
- Field trip fund still not overly used
- Teacher Wishlist – Sandbox
- Sandbox will cost \$4900
- Proposed Budget for 2025/2026 General Account: \$22,125.00
 - o Unanimously voted: Yes. Budget Approved
- Proposed Budget for 2025/2026 Gaming Account: \$6200
 - o Unanimously voted: Yes. Budget Approved

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- See Attached Budgets for General Account and Gaming Account

Account Balances:

General Operating Fund - \$35,838.59

- To be withdrawn (Cheques issued): \$2051

Gaming Fund - \$8,157.69

- Can we subsidize the Tennis program?
 - Vote to subsidize the Tennis Program – Unanimously voted: Yes
- Sandbox Toys – Using the gaming fund towards these would be good
- Can we use the gaming fund to pay for the remainder of the Sandbox bill? Yes, we can.
 - Vote to spend \$5500 towards Sandbox and toys – Unanimously voted: Yes
- Gaming Grant Application was submitted on April 25, 2025

6. Input from Parents Present:

- N/A

7. Chairpersons Report

- Newsletter – went home this week
- Hot Lunches/Treat Days this month:
 - Friday, May 9 – TCBY
 - Thursday, May 15 – Subway
 - Wednesday, May 28 – Fruit & Veg day – Peppers
 - Thursday, May 29 – Red Robin
 - Friday, May 30 – Treat Day (Concession Style)
 - Set up after school next to kindergarten playground
 - Costco Trip needed – Angie Morton
 - Thursday, June 5 - Sushi Fu
 - Only 5 more hot lunches before summer break
 - Volunteers needed for remaining hot lunches
- Upcoming Events:
 - Friday, June 13 – Fun Day
 - Volunteers needed: <https://tinyurl.com/CREfunday25> (Links will be posted to the Facebook Group)
 - Hot Lunch needs volunteers
 - Costco trip needed for this event

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- Friday, June 20 – Freezie Day
 - Freezies handed out to each classroom at the end of the day
- Tuesday, June 24th – Final Treat Day – Concession Style
- June 6th Carnival has been cancelled
 - Donated stuffies will be stored until next years event
 - Come to the September PAC meeting to join the Carnival planning committee
- Pedalhead Discount has **to be used by June 30th**, but can be used towards any summer camps that are booked by June 30th

8. Grade 5 Update

- Next Meeting – Tuesday, June 3 @7pm
- Facebook Group – <https://tinyurl.com/cre25grade5>

9. New Business

- Executive Positions
- See attached updated PAC Positions list
- A few positions remain available for possible incoming PAC members – to be addressed in the Fall

10. Next Meeting – Thursday, June 5, 2025 @7pm

11. Adjournment: 20:33

Current/Ongoing Fundraisers

- **Pedalheads discount** – COQRIVER25 – you receive \$25 off the price of the camp and the CRE PAC receives \$25 every time the coupon code is used.
- **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.**

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PAC Positions

Position	2024/2025 Member	2025/2026 Member
Chair	Tanya Wu	Tanya Wu
Co-Chair	Chelsea Giesbrecht/Tanya Wilson	Chelsea Geisbrecht/Tanya Wilson
Treasurer	Lina Grajales	Lina Grajales
Secretary	Nathan/Alysha Hackett	Nicole Spindor
DPAC Representative	Nathan/Kelly	Alysha Hackett/Aynsley Pescitelli
Hot Lunch (Online)	Chelsea Geisbracht	Chelsea Geisbrecht
Hot Lunch (In-Person) x2	Tanya Wu/Angela Li	Tanya Wu/Alysha Hackett
Hot Dog Coordinator	N/A	Angie Morton
Treat Day	By SignUp Volunteers	Tara Morton
Fruit & Veg	Kelly/Chantelle	TBD
TCBY	By SignUp Volunteers	Nicole Spindor/SignUp Volunteers
Babysitter Coordinator	Tanya Wu	Tanya Wu
Volunteer Coordinator	Tanya Wu	TBD
Social Media Coordinator	Marina Bradshaw	TBD
Staff Appreciation Coordinator x2	Tara Morton/Kelly	Tara Morton
Grocery Coordinator	SignUp Volunteer (Alysha)	Angie Morton
Event Coordinator	PAC Execs	PAC Execs
Hot Lunch Reminders	Tara Morton	Tara Morton

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Item: General Account	Approved Budget 2024-2025	Spent to Date	Current Balance	Notes	Proposed Budget 2025-2026
BCCPAC Membership (Gaming account)	\$ 75	\$ 101.50	-\$ 26.50	Moved to Gaming Budget	\$ -
Babysitting (\$17.50/hr)	\$ 700	\$ 350.00	\$ 350.00	Keep the same (\$17.50/hr)	\$ 700
Social Committee	\$ 300	\$ 172.06	\$ 127.94	To be used for PAC MISC. Meeting snacks, pizza for volunteers, etc.	\$ 300
Classroom Funds	\$ 3,000	\$ 1,488.79	\$ 1,511.21	\$150/classroom, plus Library, Music, 2 Teacher Assist. This year we covered 19 total. Budget is currently for 20.	\$ 3,000
Teacher wish list	\$ 2,500		\$ 2,500.00	Keep the same	\$ 2,500
Field Trip Funds	\$ 1,600	\$ 416.90	\$ 1,183.10	Moved to Gaming Budget	\$ -
Snowflake Ball/ DJ	\$ 1,250	\$ 1,273.62	-\$ 23.62	Increase to \$1400	\$ 1,400
Pac Movie Night*	\$ 1,000	\$ 589.55	\$ 410.45	Keep the same (\$500/movie night)	\$ 1,000
Grad Funds	\$ 500	\$ 500.00	\$ -	Keep the same	\$ 500
Christmas Hampers	\$ 500	\$ 500.00	\$ -	Keep the same	\$ 500
Strong Start	\$ 500	\$ 480.27	\$ 19.73	Keep the same	\$ 500
PAC Supported Lunches (Increased to 4,500 from 3,500. Approved Feb 6, 2025)	\$ 4,500	\$ 3,887.25	\$ 612.75	Was increased part way through this year, will increase further.	\$ 5,000
Munch a Lunch	\$ 280		\$ 280.00	Keep the same	\$ 280
Miscellaneous Admin Expenses	\$ 500	\$ 21.00	\$ 479.00	Keep the same (stamps, ink, labels, cheques, etc.)	\$ 500
Volunteer appreciation gifts (draws)	\$ 200	\$ 125.94	\$ 74.06	Keep the same	\$ 200
PAC Zoom (approved Sept 12, 2024)	\$ 214	\$ 192.55	\$ 21.45	Will increase to \$245 due to current rates	\$ 245
December Treat day Charlie's Chocolate (approved Oct 2, 2024)	\$ 616	\$ 604.80	\$ 11.20	Moved to Gaming Budget	\$ -
Popcorn Machine (approved Nov 5, 2024)	\$ 325	\$ 324.79	\$ -	N/A	\$ -
Carnival (approved Mar 6, 2025)	\$ 5,000	\$ 727.29	\$ 4,272.71	2025 Carnival cancelled. Will be held in 2026. Budget will carry over.	\$ 5,000
Teacher Appreciation Week (approved Mar 6, 2025)	\$ 500	\$ 262.50	\$ 237.50	Keep the same	\$ 500
TOTALS:	\$ 24,060	\$ 12,018.81	\$ 12,040.98		\$ 22,125.00

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Item: Gaming Account	Approved Budget 2024-2025	Spent to Date	Current Balance	Notes	Proposed Budget 2025-2026
BCCPAC Membership (Gaming account)	\$ 75	\$ 101.50	-\$ 26.50	Increase to \$100. Fee went up this year.	\$ 100
Field Trip Funds	\$ 1,600	\$ 416.90	\$ 1,183.10	Currently set at \$5/student. Estimate 320 students	\$ 1,600
December Treat day Charlie's Chocolate (approved Oct 2, 2024)	\$ 616	\$ 604.80	\$ 11.20	Assume approx. 10% increase	\$ 675
End of year freezie day			\$ -		\$ 100
Dance Class (Hip Hop)	\$ 1,500	\$ 1,500.00	\$ -	Keep the same	\$ 1,500
Activity (performance, etc) - planetarium	\$ 1,500	\$ 1,565.00	-\$ 65.00	Keep the same	\$ 1,500
Welcome back coffee and donuts		\$ 140.00	-\$ 140.00	New item	\$ 200
Tennis				In past years PAC has paid for part of this	\$ 525
TOTALS:					\$ 6,200.00

Estimate receiving (based on 310 students, \$20 per student)	\$ 6,200.00
Budget amount left over	\$ -