



Parent Advisory Council

Minutes for CMS PAC Meeting

Date: April 19, 2023

Location: CMS Library

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1. Call to Order 6:34pm
 2. Adoption of Agenda
Motion to Adopt: Patty G., 2nd Jeanette W.
 3. Approval of February 15, 2023, Meeting Minutes
Motion to Approve: Patty G., 2nd Jeanette W.
 4. Administration Update – Sarah Watson, Principal and Carson Tonn, Vice Principal
Administration Highlights:
 - The Kitchen Brigades program has been in the media
 - Grade 5 Open House is scheduled for April 27th
 - Staffing maintained next year for an anticipated 762 students which includes approximately 10 families from Willowstone Academy
 - The maximum student population with the current configuration is 840 students
 - CMS will have a visit from educators from Chilliwack and Abbotsford
 - Any placement requests for incoming Grade 5 students should be directed to Carson.
 - OKM will visit CMS in May and student heading to OKM will have the opportunity to visit the school in June.
 - Five CMS students currently have work displayed in the Kelowna Art GalleryRefer to appended Administration Update for full details.
 5. Treasurer's Report & Updated Budget – Saskia Battersby for Karlene Dawson
Hot lunch sales currently \$47k – a few more thousand dollars expected by end of year.
 6. COPAC Update – Jeanette Watson
Dan Duncan ADHD presentation wildly popular +500 in attendance
 7. Fundraising
 - a. Purdy's Fundraiser - Saskia Battersby
Purdys: may only be worthwhile for Christmas not Easter given the amount of work and low level of sales at Easter.
 - b. Spirit Wear - Jeanette Watson
Backpacks (drawstring) under consideration along with t shirts and shorts. The school is looking at re-branding; more to come on this. We aim to offer students/families the opportunity to order before the end of the year (shorts, t-shirts and bags).

c. Hot Lunch - Patty Glover

Teachers are asked to review hot lunch protocol with students if they don't receive their food.

Patty to send a reminder through Hot Lunch platform to families to remind students to go to Servery if they are missing a hot lunch item.

d. Spring Market - Patty Glover

Karlene will coordinate with Communities that put together baskets will be awarded with Frozen Yogurt party. The Foundry Kelowna will receive 10% of proceeds from baskets. We are looking for NFP table participants. We will invite the City of Kelowna to participate in Spring Market given their relationship with the school through the Activity Centre. Students participating in the Market will do one shift from 10 am to 1 pm. So far 34 vendor tables have been sold. Patty will connect with local media to promote the event.

8. Events

a. School Dance

The Photo Booth has been sponsored by the Stone Sisters. The DJ (DJ Invisible) has also been sponsored. The cost for the blacklights is \$200. Parents can pre-purchase concession tickets. Tickets will be provided to subsidy families.

b. CMS PAC at Grade 5 Welcome Event - Patty Glover

We will plan to serve baked goods (mini brownies, etc.), Bubly and water bottles at the event.

c. End of Year Events - Saskia Battersby

Beach days have been planned for June 27/28 (Bertram) – Cost \$2,500

Bussing to Bertram is budgeted at \$2,500. Other costs include pizza, freezies, lifeguard and insurance.

The Wubit is tentatively planned for June 22 or 23 (TBC). Lunch will be provided.

The charge per student is \$20. Families will be asked to pay. The School will cover the cost of the bus and food. PAC to contribute overall amount of \$2,500 for Year End Events.

9. New Business

a. Review and Approval of By-Law and Constitution Changes - Saskia Battersby

Deferred due to lack of quorum.

b. Security Camera Increase - Saskia Battersby

Cameras at the school will increase over time. They will not be placed in areas like the washrooms.

10. General Discussion & Questions

Adjournment 7:40 Motion: Rhona S., 2nd Jeanette W.

Next Meeting: May 17, 2023, 6:30pm, CMS Library