



Parent Advisory Council

Minutes for CMS PAC Meeting

Date: May 17, 2023

Location: CMS Library

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1. Call to Order at 6:32PM
 2. Attendance: Saskia Battersby, Patty Glover, Jeanette Watson, Karlene Dawson, Anita Johal, Vicky Bachelder, Giana Hartman and Sarah Watson (administration)
 3. Adoption of Agenda: Amend agenda to read; Karlene Dawson will present treasurer report, move new business to beginning of agenda, adopted by Patty Glover, seconded by Jeanette Watson, approved.
 4. Approval of April 19, 2023 Meeting Minutes – deferred to June meeting
 5. Administration Update – Sarah Watson, Principal
 - a. See attached update: Principal Report May 2023, presented by Sarah Watson
 6. Treasurer's Report & Updated Budget –Karlene Dawson – see updated budget (attached)
 - a. Highlights – hot lunch is our largest fundraiser, CMS has used the majority of their funds for the year
 7. COPAC Update presented by Jeanette Watson
 - a. Recently attended AGM, voted for Co-PAC for next year, Jeanette is standing for member at large on Co-PAC
 8. Fundraising presented by Patty Glover
 - a. Hot Lunch
 - i. last day for hot lunch is June 15
 - ii. it is likely that there will be price increases for next year as all vendors are having to increase their prices. Patty noted that all menu prices are set each term which allows vendors to adjust as needed over the duration of the year.
 - b. Spring Market
 - i. sampled the Virgin radio advertisement
 - ii. There are currently 28 vendors, Kelowna Park and Play and Paws it Forward will attend, and there are 3 food trucks scheduled to be onsite. We will be donating 10% of the funds raised to Foundry. Currently there is approximately 7K in silent auction items and each community is donating items for themed baskets. Similar to last year the community basket that is sold for the most amount of money will win a frozen yogurt party. Additional volunteers are required for this event, Patty will

send out information to the Facebook page and Sarah will promote within the school prior to the weekend.

9. Events

- a. School Dance presented by Lisa Teasdale:
 - i. The dance was well received by the kids, teachers and volunteers. Kids enjoyed the various stations organized.
 - ii. preliminary numbers show that it may make money (originally budgeted to break even),
 - iii. Huge thank you to our sponsors, The Stone Sisters, King Taps and SW Event Supplies. It is recommended that this event is budgeted for again next year.
- b. CMS PAC Grade 5 welcome event presented by Patty Glover:
 - i. Kids enjoyed the cookies
 - ii. Recommendation to make it a separate line item within the budget for the 23/24 year.
- c. End of Year Events - Saskia Battersby asked about the Bertram beach event, it is scheduled

10. New Business

- a. Review and Approval of By-Law and Constitution Changes presented by Saskia Battersby:
 - i. Purpose is to simplify the existing bylaws. Amendments were sent out in February to all executive members and then presented at the April meeting.
 - ii. Motion to accept the bylaw and constitution changes as presented – approved by Karlene Dawson and seconded by Jeanette Watson; passed with no objections, discussion as follows:
 - 1. Can one person hold two roles, vice president and president cannot be the same
 - 2. AGM at start of year instead of end
 - 3. Decreased the size of the executive (signing authority members) and introduced a leadership group that would include members at large
 - 4. Purpose is to have two people with signing authority at the beginning of year
 - 5. Removed procedures
- b. Security Camera Increase presented by Saskia Battersby:
 - i. Currently the school has exterior cameras but would like to add interior security cameras in hallways only, not in classroom, vice principle and principle will only have access to these cameras and they will only reviewed after the fact, all video is deleted after 30 days. PAC is being consulted but funding is not being requested. New builds typically do not get cameras initially however it is common practice to have cameras in middle schools as this is a shared space with the community.

Motion to support the increase in number of security cameras, approved by Patty Glover and seconded by Vicky Bachelder –passed with no objections

- c. Draft Bell Schedule and Calendar Review - Sarah Watson
 - i. Sarah was requesting feedback from the PAC for the purposed 2023/24 bell schedule – minimal differences were made, slight adjustment to bell schedule please refer to bell schedule as presented
- d. Hot lunch software – a concern was presented that there may be a conflict of interest as one of the PAC executives created the hot lunch software. The use of the software was disclosed at the beginning of the school year and PAC supported trialing the software.
 - i. There are significant advantages to the new hot lunch system, it doesn't cost the PAC money, it is easy to use for the volunteers setting up the menus and is mobile and user friendly
 - ii. As per bylaw section 10, subsection 4, the owner of K12 lunches was transparent prior to recommending the software and as such PAC does not believe that there is a conflict of interest.
 - iii. Motion: to accept K12 lunches for the 2023/24 school year (Patty Glover excused herself from the voting) - approved by Karlene Dawson, seconded by Jeanette Watson, carried without objections

11. General Discussion & Questions

- a. Basil Cooper has been booked for October 7th and 8th, suggested location is Priest Creek and/or Kitsch winery
- b. Purdy's fundraiser will be done in the fall for Christmas.
- c. Spirit Wear will be done in the beginning of year (September). Sell online and have specific shirts for Canyon Cup.

Adjournment – 8:24PM

Next Meeting: June 21, 2023, 6:30pm, CMS Library