

PAC Meeting – May 8, 2018 (7pm)

In attendance: Carolyn, Jess C, Sabine, Jen P, Carrie, Jen L, Jess H, Topher, Lesley

1. Welcome

2. Principal/Vice Principal's Report

- a. Grade 6 Immunizations (boosters) for ~140 students are to be done on Thurs, May 10 in the morning. Several parent volunteers will be present.
- b. Carrie applied for and has been granted \$2000 from Oak Bay Rotary for one hydration station.
- c. School and division photos on May 15th in the morning. Reminder will be in Central Weekly on Monday and will be posted on Facebook.
- d. Pro-D day on May 18th.
- e. Short CC Day on May 25th.
- f. Staff Appreciation Day on May 31 will be added to the school calendar as a regular event on the last Thursday in May each year.
- g. Sports: Rugby and badminton have ~ 1 week remaining. Next will be field hockey (ongoing) and track & field.
- h. Portable classroom arriving tonight. Site preparation was completed today. Installation and servicing will take several weeks. No ETA on second portable.
- i. School size ~620 kids for 2018/2019. May reach the registration limit soon and have to waitlist additional students. Boundary reconfiguration (next year) should solve the problem by contracting the catchment for CMS.

3. Treasurer's Report

- a. Budget update handed out.
- b. Topher and Carrie to ask teachers at staff meeting to spend and submit receipts for classroom funds by May 31.
- c. Signing authority – forms in progress and being signed at meeting. Carolyn and Lesley will take to the bank when complete.
- d. 2018/2019 budget planning exercise. Adjustments made to accommodate expected number of students (620). Fairways cards removed from revenue sources, bottle drive added as line item in revenue. Field trip amount and Grade 8 grad amounts increased. Special projects amount increased to allow for funds for enrichment activities. Classroom fund, Athletics, Musical, Library and Craft Fair expenses keep the same. Brainstorming for spending: sports jerseys, art-starts speaker... ideas welcome.

4. Bottle Drive

Big thanks to Lesley and Carolyn for all their hard work! The bottle drive raised \$780. Less than expected, but it was a very rainy day. CMS was most successful of all bottle drives happening that day. More volunteers would've been nice.

Option for professionally designed and printer banners from Island Blue presented. Decision was made to stick with budget banners made by Lesley and her kids (lumber wrap, zip-ties and spray paint = ~\$15). These banners are large and attract a lot of attention on the Central fences.

CMS is now registered with the Bottle Depot as a charity. Anyone can take bottles and request that the \$ goes towards CMS. Will include this in Central Weekly and on Facebook.

Discussion as to whether future bottle drives will be held. Majority YES. 1 or 2 drives per year. Will ask a teacher or two to specifically recruit and sign up student volunteers for shifts. Bottle drives will be given a purpose, such as "Grade 8 Grad Fundraising" to increase engagement. A good time for the next bottle drive might be September when students, teachers and parents are energized and engaged.

5. Staff Appreciation on May 31st

PAC volunteers will provide breakfast and coffee/tea for teachers. Will be held in the library from 7:45 to 8:30am. Carolyn and Jen L will organize and shop for this event. Jen P and Sabine may be available to help on the day. Set-up will start at 7am.

6. PAC AGM and Elections on June 12

This will be the last meeting of this school year. Executives for 2018/2019 will be determined to the extent possible. Will also have a sign up sheet for additional support roles (such as coffee/fundraising/event planning/Christmas hampers...) for parents in attendance. Will post this event to encourage attendance by interested/new-to-CMS parents.

Meeting Adjourned – 8:15pm

Next PAC Meeting – June 12, 2018 – 7pm

Note: this will be the last meeting for before summer break.