

ÉCOLE CRANE PARENT ADVISORY COUNCIL (PAC)

Minutes

Date: September 25 2023

Name	Role	Present	Regrets
Chantal Rochon	Principal	x	
Kimberly Soul	Chair		x
OPEN	Vice Chair/Special Events		
Christina Elders	Member-at-Large	x	
On Hold	Milk Program		
Lorraine Crawford	Treasurer	x	
Jen Wilson	Member at Large	x	
Marshall Kirton	SGTC Rep		x
Brittany Sandberg	Hot Lunch		x
OPEN	Secretary		

Name	Role	Present	Regrets
OPEN	Special Events		
Laurel Grindy	Member at Large	x	
Nadine Smith	Parent Participant		
	Teacher Rep.		
Jessica Stewart	Parent Participant		
Xinli Wang	Parent Participant	x	
Christina Nguyen	Parent Participant	x	

#	Agenda Item	Discussion / Notes	Action Item(s)	Who Responsible	Due Date
1.0	Welcome	<ul style="list-style-type: none"> Welcome to all! Meeting called to order 7:03 			
1.0	Adoption of Agenda	<ul style="list-style-type: none"> Motion to approve to adopt 	Adopt Agenda	Moved by Xinli seconded by Laurel	Completed
2.0	Minutes of last Meeting	<ul style="list-style-type: none"> Motion to approve as written 	Adopt Minutes	Moved by Christina seconded by Christina	Completed
3.0	Chair's Report Kim Soul	<ul style="list-style-type: none"> Acting secretary – looking for someone 			

4.0	Principal's Report Chantal Rochan	To date: <ul style="list-style-type: none"> • Our Halloween Festivities were fun for all. We had a parade in the hallway. • Our Remembrance Day assembly was very well attended. It was led by our grade 4's under the guidance of Mme Page, Mme Patenaude and Mme I-B. • Hearing screening for all students in kindergarten and grade 1 is now complete. • The Mobile Vision Clinic was very successful with many students signing up to get their eyes checked. • All students took part in Bus Ridership. • We had our first "Équipe Maison" for all students. Students are paired up with other classes to get to know each other and work on our belief statement. • November 24th was Report Card writing day for our staff. • As of today, we have 265 students registered at our school. • There have been more absences lately due to illness. We continue to monitor our numbers and encourage parents to call or email the office to let us know. • Upcoming: <ul style="list-style-type: none"> • Christmas Cheer Board- Feed a Family for all classes. Information will be sent home to parents. • We will be once again having a few "spirit days" leading up to the holiday break. Information will be emailed home in the coming weeks. • Winter Concert will take place at Soul Sanctuary on December 13th at 6:30pm. • Report cards are scheduled to open online on December 13th. • Holiday Assembly will be held on at either Dec 19th or 20th (TBD) • Winter break begins on Friday, December 22nd and classes resume Monday, January 			
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5.0	Treasurer's Report Lorraine Crawford	<ul style="list-style-type: none"> Account balance \$7398.29 Shelamdine fundraiser ends next week can we please send a reminder home? Annual Revenue \$375 PTSD Grant Fundraising \$1000 Munch a Lunch \$1100 Total: \$2475 Annual Expenses Banking fees -\$30 Staff Appreciation Week -\$500 Classroom Enrichment 12 x \$100 -\$1200 Grade 4 Farewell -\$300 *Xmas oranges -\$125 *Crane in Motion -\$1500 *Symphony -\$900 *Pancake breakfast -\$200 *Munch A Lunch -\$336 (paid already) Total: \$5091 Out: \$2616			
6.0	Special Events OPEN	-December special events are organized, jessica stewart buying the oranges Lorraine will take lead on grade 4 farewell.			
7.0	Fun Lunch Friday's Brittany Sandberg	Will revisit munchalunch donations in January to decide how to best proceed in a dignified and equitable way.			
8.0	Milk Program	<ul style="list-style-type: none"> On Hold 			
9.0	Lunch Program Lorraine Crawford	<ul style="list-style-type: none"> Everything going well 			

10.0	School Grounds Transformation Committee Marshall Kirton SGTC	<ul style="list-style-type: none"> Plans on the go for outdoor learning space. 2 grants have been approved! 			
11.00	Previous Business	<ul style="list-style-type: none"> Fundschrift fundraiser is over and being processed 			
12.0	New Business	<p>Will PAC help to buy school tshirts with logo on them? Chantal will find out a price and get back to us.</p> <ul style="list-style-type: none"> Flippgive – Kim to send wording for email Purdys chocolate in the Spring - Kim Moms Pantry January – maybe Brittany and Lorraine 			
13.0	Adjourn	<ul style="list-style-type: none"> Motion to adjourn Next meeting January 22, 2024 @ 7 pm, via zoom for now Adjourned at 7:25pm 	Laurel and Christina		Completed
14.0	Minutes Posted	<ul style="list-style-type: none"> Sara Lopez will post the last finalized minutes to http://www.pembinatrails.ca/crane/parent/Advisory%20Council/index.html 	Post minutes to web site		As finalized