

**CEAP Parent Advisory Committee (PAC) MINUTES**  
September 20, 2018

Meeting called to order at 9:20.

In attendance: Jamie (chair), Barbara (out-going treasurer), Sarah (treasurer), Tanya, Karen (member-at-large), Cheri, Avery, Shannon (librarian), Lois, Kelly (secretary).

Regrets: Don Bold (principal)

Minutes from May 2017 approved.

**I. Principal Report**: None.

**II. Treasurer Report**:

- Barbara is working with Sarah to hand over the Treasurer duties.
- Nomination of Sarah for Treasurer. Unanimously accepted.
- At the end of June 2018, there was about \$5000 left in the account. There is still about \$900 in outstanding cheques, so we will end up with about \$4000 to begin this year. Most of this money will need to be spent this school year.
- We will be receiving additional Gaming Grant money this year, as we do each year. (A report is filed each April to get this funding.)
- Jaime proposed renewing our membership with the BCCPAC (provincial PAC group). The cost is \$75 per year. A vote was unanimously in favour.

**Action**: Jaime to do.

- Discussion on Spending (Also, see below under New Business for further discussion.):
  - PAC money needs to be spent on extra-curricular things; we can't fund things that should be funded by the school.
  - Questions about the funding of community family outing trips, and funding of activities for DL were discussed.
  - We need a list of what is available at the DRC (District Resource Centre), where this list can be kept, and how to access things on the list.
  - Some money is available for parent education and resources (for the parent library, conferences).
  - We will need to make a budget of what money is available to spend on the elementary and secondary students.

**Action**: Next meeting will be a budget meeting.

- Signing authority at the Credit Union needs to be changed to add Sarah. Jaime and Shannon are the other two signers.
  - Sarah was nominated by Jaime to become a signing authority for the CEAP PAC account. Karen seconded the motion. Voted all in favour, none opposed, none abstained.

**Action**: Sarah, Jaime, Shannon to make this change with the bank.

**III. DPAC (District Parent Advisory Committee) Report**:

- DPAC meetings are open to any interested parents. They are held on the last Wednesday of every month in Qualicum Commons at 7:00pm.

**Action:** Jaime will have her name replace Barbara's on the minutes mailing list.

Jaime and Cheri plan to attend the September meeting.

#### **IV. Old Business:**

##### 1. Review of Year-End Activities:

- Camp 2018 – This was held at Miracle Beach, just north of Courtenay. It was a great campsite, very private with lots of room for the kids to run around. Five families camped over and several others came for the day. The weather was very mixed with lots of rain, but the kids had lots of fun. Between the weather and the location, it might have been a bit far for some families to come for the day.

Discussion of booking Rath Trevor earlier this year, or choosing another campsite (e.g., Elkhaven)

**Action:** Bring forward for discussion.

- Grade 7 Grad – Eight or nine grads went to the “Escape Room” in Nanaimo, then for a snack. The activity was lots of fun. It cost \$25 per child.

- Entrepreneurship Course – Good course and instructor. A small number of kids attended. It would be more meaningful to have the course as part of a unit that ends with kids using the information and having a chance to sell their wares. This has been done at other schools.

**Action:** Jaime to talk to Dallas.

- ENITY – The talk given was good, but more on how to treat people kindly and be internet-safe, rather than body science/sex education. Parents expressed an interest in an introduction to the basics of body science with respect to puberty and reproduction. (Then later some of the more complex issues and social issues would be more easily understood.) Questioned what else ENITY could offer at the elementary level and what was available this year. Shannon suggested, in the absence of an ENITY program, that we could look into Paula Bowman who did a really nice talk for girls. Question of whether she could do a similar talk for boys, and even a talk which includes the basics of the opposite sex.

**Action:** Shannon will talk to Paula to find out what she can offer.

Bring this topic forward to discuss with Don.

##### 2. Parent Library – We have some books and materials already.

**Action:** Parents please pass on titles of books or materials themselves to Shannon.

Need to determine where to keep these materials (locked cupboard).

Need to decide how they will be made available for sign out.

3. Mental Health – Karen met with Don. She passed on information about a modular curriculum aimed at grades 8 – 12 that is available for teachers on line for \$20.00 at “teenmentalhealth.org”. Perhaps some of this information could be discussed with students during their “connections blocks” which are about 15 minutes long twice per month.

**Action:** Bring forward for discussion with Don.

Another on-line program called “Go Zen” (relaxation), might be good for a Friday elementary class.

##### 4. EPrep (Emergency Preparation – for earthquakes, storms, etc.)

**Action:** Bring forward for discussion with Don.

## V. **New Business:**

1. **Constitution and Bylaw Amendments** – Jaime reviewed a list of 7 amendments, most of which were formatting. A change was made to the duties of the treasurer, and a change of the financial year from July 1<sup>st</sup> - June 30<sup>th</sup> to September 1<sup>st</sup> - August 31<sup>st</sup>. All these changes were voted on and **accepted unanimously**.

2. **Leadership Club** – Jaime spoke to Dallas about doing some leadership sessions. Cheri wondered about including some peer leaders from CEAP secondary to help.

- Christmas Shop – Jaime could do a session on students organizing, hosting this event.
- Yearbook – Shannon suggested this as a possible project for the students. (Dallas and Kelly B. did a yearbook for the students last year which was much appreciated!!)

**Action:** Jaime and Shannon to speak with Dallas.

3. **Ideas for Activities this Year:**

- D.A.R.E. Program run by the RCMP (about drugs, alcohol, etc) for grade 7s. Discussed the need to run by parents first to see if there is any interest.

- Can this room be available for CEAP kids to have club meetings in? For example, debating, cartooning, meeting for a hiking activity.

**Action:** Bring forward for further discussion with Don.

- Is there a place that we could put gently used goods on offer to other families? For example, almost new skates, school workbooks, outgrown clothes (clean & in good shape).

**Action:** Jaime to talk to Dallas.

- Astronomy activity – VIU Astronomy; or Teacher's suggestion from last year below; or a field trip to the Planetarium in Vancouver.

(From March 2018 minutes: *Dallas mentioned a stargazing activity from the MacMillan Planetarium using a StarLab. This activity costs \$400. The activity sounds excellent, however there were several concerns: 1) the cost, 2) ability to cancel if poor weather, 3) the days are long (June) and kids might be in bed before it is dark. This may still be something that could be done one evening as a class activity in Qualicum.*)

**Action:** Lois to check out the VIU astronomy option.

Jaime to talk to Dallas about the other options.

- Aquarium related activity, such as a trip to the Deep Bay marine centre.

- Activity for the DL kids to get to know one another.

**Parents:** Please pass along any suggestion to Jaime for discussion at PAC (or bring your ideas to the PAC meeting!!)

4. **Parent Communication:** This is done at the PAC meeting between parents and Don, the CEAP principal. In addition, PAC information will be posted on the bulletin board outside the classroom, and Shannon will post information on Facebook. PAC minutes are posted on the CEAP website.

- Elementary classes – Jaime meets with Ms. Flynn to discuss topics from the PAC meetings. The teachers send a weekly email newsletter to families, and other email messages as needed.

- TIDES – There is a mostly weekly newsletter that goes out to the TIDES kids.
- DL / Cross-enrolled – Perhaps they could receive the TIDES newsletter. There is also a KSS newsletter that is available.

5. PAC Meeting Times & Dates: Meetings are held on Thursdays at 9:15. Dates for the remainder of this year are: October 25, November 15, and December 6. (Meeting for 2019 to be set later.)

**Meeting adjourned around 10:45.**

Follow-up item: Dallas requested funding for a bus for the elementary field trip to the Cranberry Farm and Pumpkin Patch on October 3<sup>rd</sup>, with a cost of approximately \$385. Jaime moved that we allocate up to \$450 for a bus for this field trip. A quorum of PAC members emailed Jaime their agreement.

**Action:** Jaime will let Dallas know she has PAC funding to book the bus.

**Next Meeting:**

Thursday, October 25, 2018 @ 9:15 in the Qualicum Commons parent lounge.