

CEAP Parent Advisory Committee (PAC) MINUTES

December 6, 2018

Meeting called to order at 9:25.

In attendance: Jaime (chair), Lois (vice-chair), Cheri (DPAC liaison), Karen (member-at-large), Don Bold (principal), Shannon (past-treasurer) and Kelly (secretary).

Minutes from November 15, 2018 approved.

I. Principal Report:

Open House for Elementary Program for new students (follow-up) – Enrolment is very high right now, so there is no need for an early open house meeting.

E-Prep – Don spoke to the staff responsible for emergency preparation in the schools. They will be taking care of e-prep for the elementary program so there is no need for the PAC to spend funds to purchase supplies. There is a space available that will be shared with another program within Qualicum Commons (the Building Learning Together program). It is on the far side of the building by the garden and is insulated, but needs cleaning out. The plan is to fill it with: water, food, blankets, tarps, flashlights, first aid supplies, etc; the kids will be kept warm, dry, windproof, and fed in the event of an emergency. The probably time-line is the end of January.

Upcoming Events:

- Christmas Shop: Thursday, December 13 (see below)
- TIDES Inquiry showcase: Tuesday, December 18 in the evening from 5:30 – 7:00 pm.
- Winter Wonderland skate: Wednesday, December 19 from 11:30 to 1:00. An invitation went out to both elementary and secondary CEAP students.
- Connections Blocks: alternate Wednesdays (first & third of the month) – The next one is December 19th. The teachers are looking to present information on mental health.
- “Maker Days”: Mondays in the elementary program – The Applied Design Skills Technology (ADST) is being taught with the help of Amber. Projects being worked on are spaghetti bridges, energy vehicles and sumo-bots. This is connected to the Skills Canada program which goes past high school. There are local, regional and provincial contests.

District sports, music programs – CEAP elementary students are welcome to participate in programs in regular schools (in their catchment area, if possible.) No paperwork needs to be done; just let Don know so he is aware.

II. Treasurer Report:

- Sarah is no longer able to be Treasurer.
- Jaime reported that we still have just over \$8400, as no funds have been spent since last month.

Action: Jaime will update the books this month. (Addendum: Done. The balance at the time of this meeting, December 6th, was \$8944.12).

Lois has agreed to fill this role in January until another person steps forward.

IV. DPAC (District Parent Advisory Committee):

- Cheri attended the last meeting.
- Regarding Parent Education ideas, no further suggestions were made at DPAC other than the “White Hatter” internet safety workshops.
- Discussion about the topics of Bullying and/or Vaping to suggest to DPAC.
- Food-Safe course (see Business below)

V. Old & New Business:

1. Food-Safe Kitchen & Courses –

- We do not need to have our kitchen certified.
- There are 4 spots available for CEAP PAC members to attend a Food-Safe organized by DPAC. There is a \$20 deposit. It was suggested and voted unanimously that parents would pay the \$20 deposit themselves, then the PAC will cover the rest of the cost.

2. Christmas Shop -

- Jaime has been working on leadership with the elementary students. Interested students from grades 5-7 are organizing the Christmas shop.
- Next Wednesday (Dec. 12) – there will be set-up from 11:00 – 2:00.
- The Christmas shop is the next day (Thursday, Dec. 13) from 10:30 to 1:30. Parents are welcome to shop during the last hour.

3. PAC Membership Recruitment – We need new PAC members, especially parents of students in the elementary program. Kelly drafted a message for a poster, and got lots of good editing feedback. This will be made into a stand-up poster that can hopefully be set up on the table outside the classroom every Tuesday and Thursday morning.

Action: Kelly to finish the editing (with Jaime's help). Then take the information to the local print shop to be printed.

4. Mental Health / Connections Blocks - Becky and Kyle are developing the materials to present at the Connections Blocks. The DL kids will be invited via the TIDES newsletter.

5. Communication with DL students – The TIDES newsletter will now go out to all DL students.

6. Vancouver Island Parent Conference –

Action: Bring forward.

Meeting adjourned around 10:45.

Next Meeting:

Thursday, January 17, 2019 @ 9:15 in the Qualicum Commons parent lounge.