

Craigflower Parents Advisory Council
Minutes of the 13 September 2017 meeting

1. Welcome by Mr. McCoy
2. Discussion with Norm Tandberg (vice-president of the Victoria Confederation of Parent Advisory Councils) about what a PAC does and how it works
 - a. Most PACs have an executive:
 - i. chair or co-chairs set the agenda for meetings and run the meetings
 - ii. treasurer reports each month on the bank statements
 - iii. secretary takes minutes and distributes them
 - b. PACs work with the school administration to help support the school
 - c. Many PACs have a website and/or Facebook site
 - d. PACs receive money from the provincial government through a Gaming Grant - \$20 per student. This money is kept in a separate account and can only be spent on certain things
 - e. PACs are also welcome to fundraise additional money if they want to – but there's no requirement for PACs to do fundraising
3. Admin report from Mr. McCoy and Mrs. Relf
 - a. The breakfast program is going great
 - b. The school will continue to develop ways to help remove barriers to learning for our kids get to the learning for our kids
 - c. On September 18th, school staff will spend their Professional Development day at the Songhees Wellness Centre learning about how to support student mental health
 - d. Community Breakfasts will continue this year, though maybe not every month
 - e. There will be a Terry Fox run on September 22nd
 - f. Mr. McCoy is participating in a "Jail and Bail" to raise funds for Cops for Cancer – there will be an event about this on the 15th
 - g. Tour de Rock will be visiting Craigflower on October 6th
 - h. Craigflower has 126 students this year
 - i. We have strong community partnerships to fill some of the present needs (for example, Rotary and Optimist clubs), and are working on developing more
 - j. The staff will be developing a "wish list", in case funding becomes available from the PAC
4. Volunteers for PAC executive positions
 - a. Co-chairs: Lisa Charles and Diana Neufeld volunteered to be co-chairs
 - b. Treasurer: Ron Neufeld volunteered to be treasurer
 - c. Secretary: Margaret Gwyn volunteered to be secretary

5. Other business

- a. Georgia is cutting off her hair on October 6th as a Cops for Cancer fundraiser. Christina Staab asked if she could put a donation jar in the office; Mr. McCoy and Mrs. Relf agreed
- b. Norm Tandberg asked if the school had a Thrifty's Smile Card fundraising program. He offered to help get one started
- c. Mrs. Butler thanked Christina Staab for her donations of stickers and other goodies from First Choice Haircutters
- d. It was decided that the second Wednesday of the month would be a good time for PAC meetings, to coincide with the regular after-school staff meeting.
- e. The goals for the next meeting will be to determine the current financial state of the PAC, and to plan for Hallowe'en activities.

6. Meeting adjourned at 7:15 pm

The next PAC meeting will be Wednesday, October 11th at 6:30

Minutes prepared by Margaret Gwyn
13 September 2017