



**Rocky Mountain Elementary
Parent Advisory Council
Regular Meeting Minutes
October 17, 2023**

1. General Meeting Called to Order: 6:32pm

2. Attendance/Introductions

In Person: Alison Seward, Lisa Klix, Jaz Taylor, Kada Kisch, Niki Olsen, Taelor Jensen, Alaina Buchanan, Jen Adams, Jenn Attorp, Kenzie Karwandy, Sarah Madsen, Alexis Bingle, Denise Reker, Breanna Boehmer
On Zoom: Katy Thiel, Montana Stone, Cindy Munn

3. Additions, Revisions and Approval of the Agenda

Motion to approve the Agenda by Lisa
Seconded by Denise
Motion carried.

4. Revisions and Approval of Previous Month's Minutes

Motion to approve the meeting minutes by Alexis
Seconded by Kenzie
Motion carried.

5. Reports

- a. Chair Report - Alison Seward
We are still trying to get signing authority and banking access finalized.
- b. Trustee Report - Sarah Madsen
Meeting next week - will have more to report at the next regular meeting.
- c. Principal's Report - Jennifer Adams
Thank you to PAC for the popcorn for our Pro-D day.

Staffing Update, posting for 7th EA, YCW Posting, TTOC job has been split into two as we have people interested in splitting it for their schedule. Put in for another 0.5 classroom teacher as 3 classrooms are over class size

Foundation Skills assessment has begun for grade 4 students

The school district is attempting to partner with BC Transit service to have a public bus run between Fernie and Elkford that will align with our bell times.

Encourage more staff to take casual or full-time work in Elkford if they have a bus to take.

The Columbia Basin Alliance for Literacy facilitator will be coming in again this year to run a Come Read with Me program for Grade 1's and Kindergarten PALS program. Both of these programs bring parents in and give them tips on how to read with their children.

Remembrance Day Ceremony- will be held on November 9th at 10:00am in our gym.

We were given a \$2000 donation from a family to put towards a new playground which is amazing.

School Growth plan update presented.

Requests: For the pumpkin carving even on Monday October 30th, 2:00pm, we would like to request for parent volunteers to help set up at 1:30pm, carve and clean up. Can PAC also donate the pumpkins and bring student friendly carving tools.

d. DPAC Report - *Open Position*

Mass Choir - Grades 5 and 6 in Cranbrook again this year.

Strategic planning to take place on October 18th.

Demographic boundary changes being made, end of the month.

Lisa nominated Breanne Boehmer for DPAC Rep; Breanne accepted the nomination.

Voted: All in favour - Welcome to the team Breanne!

e. Financial Report - Alexis Bingle

General Account: \$9,450.12

Gaming Grant: \$11,473.44

Our budgeted spending is over our budgeted income. Will propose changes in the budget discussion and has suggested some movement in budgeting between the Gaming Account and the General Account. Removed a couple items to bring the budget below what our "income + account balances" will be for the year.

f. Fundraising Report - Kenzie Karwandy

Cotton Candy wraps up this Thursday.

Ultimate Cookie Dough, Mom's pantry and pierogi fundraiser will go out next week. Orders will be in before December 10th.

Bottle Fundraiser with Lions club - Kenzie requested getting the bottles for January. Lion's Club is meeting next week

Greenhills reaching out for DDs for clubs to volunteer. Cindy posted on Facebook during the meeting to see if people would be interested in volunteering.

Read-a-thon: April 23rd is National book Day, maybe we can do a read-a-thon on NI Friday May 3rd.

g. 3-for-me Report - Lisa Klix

Welcome Back BBQ - Denise just asked for help on Facebook, was a great and successful event. There was a discussion about how we need FoodSafe tickets for everyone handling food, according to the new rules. Jaz was going to give us a contact person we could ask about this. We discussed having a FoodSafe course in the future, paid by PAC, as it is \$80 per person. Denise will follow up on what we need to know and the cost.

Volunteers needed for the bookfair

Marie has asked if PAC would like a donation for helping or if the library can use funds to buy new books for the school. Motion to allow Marie (Librarian) to use proceeds from the Bookfair to buy books for the library or classrooms made by Denise and seconded by Lisa. Motion carried.

Terry Fox Run - Volunteers, a great turn out

Pumpkins - Volunteers needed. Will make a post on Facebook

Volleyball Concession - Grade 6 will take this on as a blue lake fundraiser and if needed we will request support from parents.

Motion to "donate leftover bottled water to the Volley ball concession" made by Denise and seconded by Alexis. Motion carried.

h. Field Improvement Committee Report - Alison Seward

Received measurements. The snow removal machine needs a 6ft space. The barricades will need to be moved over to make room. Jen Adams has put in a work order to get the barricades moved over.

6. Old Business - Updates

a. Fall School Spirit Shirts and Apparel - update & colours discussion.

Add more colours not just pink and orange offer all colours with our logo. Its not about Navy and Gold its about being a Grizzly and having our logo. 98 shirts were ordered this order. In combination with the June 2023 order, we sold 13 orange shirts. In a previous meeting we voted to donate \$5/shirt to Rebecca Bauer's indigenous charity of choice, do we will be giving her \$65.

b. 2023/2024 Budget - Final Revisions and Approval \$7900 budgeted spending from the gaming account and \$6290 budgeted spending from the general account.

Motion to "approve the changes to the budget and accept the budget" made by Lisa and seconded by Denise. Motion carried and 2023/2024 budget approved.

- c. Oct 30 - pumpkins & volunteers
Will invite parents via Facebook to be here at 1:30 to volunteer. Parents who volunteer do not need a criminal record check on file as everyone is together in a group.
Denise will get tablecloths to go on the tables.
Kenzie will pick of the pumpkins.

7. New Business

- a. Hot lunch - Mel's Kitchen
No update as Mel was not present.
- b. Remembrance Day Wreath
Will purchase a \$55 wreath from the Sparwood Legion and Alison and Amelia will lay the wreath for the ceremony.
- c. Concern with Schoolyard Cleanliness
Concern with a lot of garbage on the schoolyard. Question raised on whether the classes can spend time during school hours to clean up the schoolyard.
Denise will look into getting donations of supplies, such as garbage bags and gloves.
- d. SD5 Short Notice Bussing Changes for the Week of Oct 16th
Jen Adams had a conversation about this situation with the school district and then was given 2 days to plan for the situation. Decisions need to be made in September from the District.

8. Additions to the Agenda

- a. Grade 6 Fundraiser
Motion to "allow grade 6 parents to acquire a gaming license under PAC to do a Duck Race Fundraiser" made by Alexis and seconded by Kenzie. Motion carried.
- b. Requests from students
Breanne brought forward some requests from students:
 - Gaga Pit: Will research costs and more information on how and if parents could make one.
 - Spirit Days - would like to have a formal dress day.
 - School Dance: Grade 6 will put on a school dance, usually in February, as a fundraiser for Blue Lake.

9. Date for the Next Meeting

November 21, 2023 at 6:30pm

10. Meeting Adjourned: 8:11pm

ACTION ITEMS

Alexis: Continue to sort out financials and finalize signing authority at the bank.

Denise: Will try to get donations for garbage cleanup. Will get tablecloths for pumpkin carving. Look into a gaga pit. Find out if people working on the welcome back BBQ and other food events need FoodSafe and how we will proceed.

Kenzie: Pick up Pumpkins from Kootenay Market. Finish up Cotton Candy fundraiser. Get information out for Pantry fundraiser. Follow up with Lion's Club about bottles. Follow up with Greenhills about Designating Driving for parties.

Lisa: Find volunteers for Pumpkin carving.

Alison: Follow up on the moving of the barriers for the walkway. Get the Remembrance Day Wreath and lay it at the ceremony. Follow up with Rebecca on the orange shirt cheque from PAC.

Minutes Approved: November 21, 2023



Cindy Munn, Secretary