

Carisbrooke Elementary School  
Parent Advisory Committee (CPAC) AGM Meeting Minutes  
Date: October 19, 2011  
Location: Carisbrooke Elementary Library

**In attendance (17):** Collette Ostler, Heidi Degenstein, Colleen Little, Heather Branchi, Judy Clarke, Dawn Russell, Karen Bullock, Lucy Cayuela, Nikki Gillis, Lea Anne Sexton, Jennifer Rigal, Elise Stone, Tanya Kalashnikov, Melanie Zimmerman, Darlene Maser, Tim MacLeod (Vice Principal), Mary Ferraby (Teacher Librarian)

**7:10 p.m.** Call to order.

**Minutes** **Approval of September Minutes.** Moved by Lucy and seconded by Heidi. **September Minutes approved.**

## Reports

### Budget Tanya Kalashnikov

Tanya went through the proposed budget explaining each item including the Phase one of the teachers' technology plan.

**Mary Ferraby** expressed her thanks to the PAC for their ongoing generosity towards the library and explained how so many books are purchased with the funds provided. Most of the books are student requests and for special assignments. She was asked whether there would be an author attending the school and, because there is a job action, she mentioned it might be something she will not be able to do. However, there is a possibility that author Kenneth Oppel may be invited to come in April.

Mary Ferraby also thanked the PAC for providing referee fees, which makes the whole process of getting referees easier and pays them right after the game they referee.

There was a question regarding lunch activity funds and **Colleen Little** was explained that these funds cover materials used during the activity time such as markers, paper, etc. Also, this year there will be an art program in the multipurpose room at the same time which requires some funds.

**Tim MacLeod** answered some questions about the phase one technology plan regarding the amount of iPads (21) to be purchased which are to accommodate budget and also provide a

reasonable use amongst primary and intermediate years.

After no further comments, Collette proposed to approve the budget as a whole unless there were some issues to be discussed separately. All voted, none abstained.

**The budget was approved unanimously.**

It was clarified that the funds for phase 1 of the technology plan would be provided to staff and they would try and get the best of deals in order to make the funds go further.

### **School Planning Council**

**Darlene Maser** explained the function of the School Planning Council and invited members to put their names forward. She explained that Melanie Zimmerman had approached her to bring her name forward. With no new names, voting proceeded and unanimously voted as follows:

Exec. Member: **Darlene Maser**,  
Parent Members: **Lori Leteta and Melanie Zimmerman**  
Alternate: **Lucy Cayuela**

### **Book Fair**

Because of the teachers' job action. The book fair will be coordinated by **Melanie Zimmerman**. It is to take place from November 21 to the 24<sup>th</sup>. Set up will be on November 18. Volunteers needed, please contact Stella Ying or sign up on sheet when up. There were questions whether there would be a book fair in May. It will be decided next year. Hopefully the job action is over and Mary Ferraby can participate. She expressed gratitude and hoped that parents would do one in May because of the benefits to the school.

More information to come out on November 1.

### **Fundraising**

**Heidi Degenstein** expressed many thanks to three parents that are making fundraising easier and more exciting:

- **Tanya Scott** for designing the posters.
- **Darlene Maser** for printing the posters.
- **Edalee Maritz** for making it possible to pay online.

**The fundraising goal for 2011/2012 is set at \$35,000** (to cover next year's needs).

Many things are regular fundraisers:

Family photos, Ice cream social, magazines, Halloween party (first time event entry by donation), poinsettias, spring flowers, fun lunch, gaming grant, clothing (which will hopefully be available at the science fair for everyone to view and order). Maybe at the end of the year a family BBQ and library used books sale.

**Lunch Activities** **Colleen Little** mentioned that volunteers for Fridays will be appreciated from 12:05 to 1:00 p.m.. She mentioned that as a trial there will be a 15 kid dancing activity. Open to Grades 4,5, 6 and 7 at a cost of \$20.00 per kid (total 4 Mondays starting November 14)

**Other comments** It was confirmed that the **Special Fund** could be used by children who had no means to cover any extracurricular activity when presenting their case to Alannah MacPhail (the Principal).

**Lea Anne Sexton** asked whether there had been in Carisbrooke a play involving all the school since she had come across the name of a “director” who was very successful in doing this in other schools. She was asked to gather more information and there was consensus that it would be a great thing to have in addition to the Christmas concert, if curriculum permitted. Maybe sometime during the Spring.

**Elise** mentioned that at another school she had been to there had been a wonderful fundraiser. A kids short film festival. She stressed that it involved a lot of work, but everybody dressed up for the gala presentation and bought DVD's with the films. This would involve lots of work and would not have to interfere with curriculum.

**NorthVanPAC** **Judy** explained that the NVPAC was having some speakers on Emergency Preparedness and invited **Karen Bullock** (who is taking the initiative to create an Emergency Plan) to attend. Karen expressed interest and also mentioned that she is getting information together from various sources in order to put a plan together. She is grateful for the budget allocated to this effect.

Finally, Collette mentioned that PAC should have the Technology Plan Phase 2 and other long term projects in mind to maybe do specific fundraising. There was talk about the redesigning of playground area and Tim MacLeod mentioned that he knew of a Braemar parent who could maybe give good pricing on playground equipment.

**8:10 p.m.** Meeting adjourned.