

## RLC PAC Meeting Minutes - October 3, 2022

**In attendance** - Diane, Jennafer, Kelly, Andrea, Michelle, Joe, Chantelle, Jill, Lacey Munden, Joanne Leggett and Blake Buemann

**Call to Order** - 6:03pm

### **Welcome, Introductions & Guests**

#### **Review & Approval of October Agenda**

Addition to Agenda - Bursary/Scholarship

Motion: Kelly

Second: Diane

#### **Review & Approval of September Minutes**

Motion: Jill

Second: Jennafer

**Correspondance** - None

#### **Special Guest - Mrs. Munden**

Mrs. Munden requested \$500 for this school year to continue to maintain our fleet of 28 Specialized Bikes for our Outride Program.

\*\*Discussed further in Budget Meeting

#### **Principal's Report - Mr. Buemann**

School Goals:

1. Numeracy - All students will meet or exceed numeracy expectations for each level.
2. Students will feel a sense of belonging and a positive connection with the adults in the building.

School Goals: We have started the process as a staff of reviewing the school data from the Foundations Skills Assessment (FSA), the District Emotional, Well-Being, Resilience Survey (DEWRS), the Student Learning Survey (SLS), the District Numeracy Assessment (DNA), the Non-Fiction Reading Assessment (NFRA), the Number Sense Assessment (NSA) and other data points. Our next step is to continue to review the data to see what questions we have before connecting with students and parents to help us develop a better understanding of everyone's perspectives.

Library request: We are looking for volunteers to help us with the RLC Book Fair which runs from October 25-28. We need volunteers to help organize and sell the books in the library. If you can assist at any time during the day, please reach out to our school librarian Roberta Kuan at [rkuan@sd73.bc.ca](mailto:rkuan@sd73.bc.ca)

We are very happy to be hosting in person events again this year. We just had grade one parents join us for the Come Read With Me Program in person for the first time in two years. Our One-to-One Reading program is also being organized and will start up sooner than later.

Elementary school sports are back and running. We have been enjoying our cross-country season and hosted the Cliff Weathermon Cross-Country Run at Eagle Point last week. From all accounts, it was very well received and we look forward to running it again next year. We are

also organizing our volleyball teams this week and will run both after school volleyball and intramural volleyball for our intermediates.

Our first popcorn Friday will be this week. I look forward to seeing it again.

This year, the entire school district is again using an online cash payment system for parents to use in place of sending cash to school. Please continue to successfully use the system.

I would encourage you to continue to check the website, read my weekly posts or contact me should you have questions about the school.

I look forward to working with the PAC to support the students of RLC.

#### **Treasurer's Report - Andrea for Erica**

Gaming Account: \$21,235.36

Regular PAC Account: \$20,930.83

\$20,000 has been approved to spend on Library upgrades this school year

We have received our Gaming Grant of \$6,700

Cheque written to RLC for \$150 to cover cost of "Come Read with Me" Program

Motion to approve Treasurer's Report: Jennafer

Second: Chantelle

**DPAC Report** - No report

#### **Old Business**

##### **Fundraising**

##### **Art Cards - Jill**

Teachers have their class sets of blank sheets to do their artwork on for submission by Oct 17. Once artwork is sent away, each student will receive a "sample" card and information on ordering online.

##### **Poinsettia's - Chantelle**

Signed up for this fundraiser and will pick a delivery date for early December

##### **Joy Catalogue - Jennafer**

We are registered and should be receiving our catalogues soon. All ordering will be online with delivery to the school around the same time as Poinsettias.

##### **Elf Sale - Jennafer**

We plan to run this fun sale over one or two days this December. We are awaiting Christmas concert dates before scheduling a sale date. Closer to the date, we will ask for items to be brought to the school. We will also need a collection of wrapping supplies (paper, tissue, bags, tape & name tags)

##### **Raffle - Jill**

Planning for our 5th Annual RLC PAC Raffle will start soon. I am looking for a few volunteers (2 or 3) to be able to pass the reigns of this super-successful

fundraiser over to. I will be able to help guide the new volunteers as we have learned a lot over the last 4 years!

#### **Carnival - Silent Auction - Jennafer/Jill**

Although this event isn't until closer to the end of the school year, Silent Auction planning starts earlier in February/March. We will need at least two parents that work well together to take over this fun, all-profit fundraising event! We will be available to help guide and already have an extensive list of previous donors to work with.

#### **Other possible fundraisers to be done this Fall:**

Fresh is Best (Anne? Kelly?)

Craft Fair in RLC Gym (Michelle?)

\*\*More fundraising throughout the new year, but this is what we were able to discuss at the meeting so far.

#### **Hot Lunch - Andrea**

Sonia Strickland is our new Hot Lunch Coordinator and she has started to build a team of parents/guardians willing to help make/hand out lunches. The plan is to have a hot lunch once every two weeks. Lunches will alternate between a homemade lunch by parents in our PAC room and a brought in lunch from local restaurants. Dates should be set fairly soon so we can kick off our first Hot Lunch Session of the school year! All ordering will be done through [www.muchalunch.com](http://www.muchalunch.com) Erica will have the website set up next week.

#### **Bursary/Scholarship - Jennafer**

Each year, RLC offers one \$200 Bursary and one \$200 Scholarship to successful grade 12 graduating applicants. The applicants must have attended RLC Elementary for 2 years or 3 years depending if they are applying for the Bursary or Scholarship. Unfortunately we do not receive many applications each year so PAC will work on spreading the word to Valleyview Secondary and the community. Valleyview Secondary would need a cheque from RLC PAC prior to May 1.

***Chantelle made a motion to revise the application process and provide one \$500 Scholarship. We will reevaluate next year to see if making the dollar value higher is more enticing, combined with making more of an effort to promote the Scholarship.***

***Second: Jenn***

***All in favour***

#### **Budget 2022/2023**

Overall, PAC has chosen to be slightly more frugal with spending this year as our primary focus is Phase 2 of our library upgrades. Last meeting, we committed \$20,000 for library upgrades this year. Having said that, if there are any questions/concerns or special requests from staff that go beyond what has been approved below, please reach out to PAC.

#### **Motion Recap:**

##### **Division Funds -**

Jennafer made a motion to decrease funds from \$350 to \$200 per division and remove spending allowance for support staff

Kelly - second

All in favour

*Note: PAC is willing to acknowledge special requests, questions or concerns from Teachers/LART/CEA staff regarding this decision*

**Busing -**

PAC has already agreed to pay for busing for the entire school to attend the Salmon Run this year. Approx cost is \$2500 however, we are waiting for the official invoice  
Jill made a motion to cut division busing funds this year and we will reassess next year.

Kelly - second

All in favour

*Note: PAC is willing to acknowledge special requests, questions or concerns regarding this decision*

**Christmas Concert/Spring Production -**

Kelly made a motion to approve Mrs. Froese spending up to \$2500 to cover costs of the Christmas Concert & Spring Production

Diane - second

All in favour

**One-to-One Reading -**

Jennafer made a motion to increase the budget from \$50 to \$300 for the purchase of new books and a potential year end celebration for participating students/volunteers.

Diane - second

All in favour

**Scholarship -**

Chantelle made a motion to have one scholarship for a 2023 graduate at the increased value of \$500. We will reevaluate next year.

Jennafer - second

All in favour

**Outride Program Bike Repairs -**

Jill made a motion to approve Mrs. Munden's request of \$500 for bike repairs/parts

Chantelle - second

All in favour

Other items approved annually:

Come Read with Me \$150

Teacher Luncheon \$150

Munchalunch User Fee \$350

**Adjourn - 7:20pm**

**Next meeting - Wednesday, November 2, 2022 6pm RLC Elementary Library**

All parents/guardians welcome!