

CLES Parents' Advisory Council Meeting Minutes

Tuesday October 6, 2025, 1:00 pm

CLES Library

Call to Order: 1:10pm

In Attendance: Christy Fell, Meagen Knoop, Britney Sandwell, Desiree Robinson, Jennifer Adams, Nicole Warrington (called in), Keisha Stach

#	Item	First	Second
1	Adoption of Agenda	Meagen	Desiree
2	Adoption of Last Meeting Minutes	Desiree	Christy
3	Principal's Report – to be added Funding requests • Photos • Winter holiday fun day – did \$200 last year • Ski Trips and skating for those who don't go • 19 grads this year – asking for \$450 as last year was \$350, previously bought pizza for the grad class and in addition to the water day for the whole school. Look at changing that up and perhaps looking at making it more a potlach that is more supported by the grad parents. Look at setting up a sub grad committee to organize the event this year – Keisha to look at setting up after Christmas break. • Crazy Carpets • Pizza for end of year water day • Santa at the Christmas concert - \$150 • Danworth – spoke about getting a raffle license so they can do a raffle for 2 elf on a shelf gift baskets so she can do fundraising for her class, asking for PAC to do the application and cover the cost of \$25. The parents will be selling the tickets. Will need to get going ASAP for the licence to have time to go through. For reporting – how many tickets sold and names of the winners and given to Nicole.	Christy Desiree	Keisha Brittany
4	PAC Positions • Vice Chair – Keisha has put her name forward • DPAC Rep – Vacant	Meagen	Brittany
5	Treasurer's Report and Financials • PAC Accounts Balances as of the end of August • Chequing - \$1,359 • Saving - \$3,822 • Gaming Account Balance - \$56 Creston Colour Run – waiting to receive the funds		
6	Gaming Grant Funds - grant came in on October 3 for \$2380 and will show up in the next statement BCPAC Membership Application – Nicole to send the cheque		
5	Spring Fundraising • Mabels Labels – received a cheque for \$50 • Rotary Presentation by Keisha – looking at doing next month. She will be looking into costs and quotes. Future Fundraising Ideas • Coupon books – Angela spoke with Erickson PAC, will earn \$10/book if we sell less than 300, \$15 if we sell more than 300. Will be available November 1, will get a batch and if we sell those out we can then request more. • Family Photography – Christy reached out, the photographer is thinking about it but she is home schooling so may not have the capacity		

6	Constitution and Bylaws – Christy and Meagen met to review – draft will be ready for the next meeting		
7	Hot Lunches - Pizza Lunches – - October 1 – done - November 19 - December 17 - Have confirmed will offer gluten free and will make it dairy as well to accommodate all dietary needs - Halloween Taco Lunch – doing on October 31, will source from local stores, add rice crispy squares as a fun treat to go with the meal. Will have the numbers for October 24, do the shopping the weekend before. Show up at 11am the day of. - Volunteering – Brittany, Christy, Desirae, Keisha - Shopping – Meagen to do, use the ratios from the last taco lunch, in the meeting minutes, Christy can pick up some from Cranbrook - Browning Meat – Christy to look after - Looking to do hot dogs for Valentines day again this year		
8	Events - Open House – family engagement night - Holiday community event – plan in November meeting - Toy Exchange – to be discussed, need to figure out how to best go out with the request for donations and how to best distribute to families who need support - Movie – maybe in the spring - Dance – February? Need to revisit on how to set up and communicate the parameters of the event		
	Roundtable Group Social - TBD		

Adjournment: 2.27pm

Next Meeting: November 4 @ 1pm

- December 2 @ 1pm

Calendar of upcoming events

Date	Event	PAC Member
October 31	Taco Lunch – Halloween celebration	All
November 19	Pizza Lunch	Keisha pick up and hand out
December 17	Pizza Lunch	Meagen Pick up, Brittany Hand out