

Minutes of Brent Kennedy Elementary School PAC

Held in Brent Kennedy Elementary School Library, May 12, 2025

In Attendance:

PAC Executive: Christina Gassoff (Co-Chair, Corinne Grubba (Secretary), Michelle Harris (Treasurer), Kaysry Gill (Vice Chair),

PAC Members: Lana Klein

Staff: Danielle Klassen (Principal)

Items of Information - provided for information only

- Next DPAC meeting May 14 (virtual). Presentation on career development from District Principal Tamara Malloff. <https://www.sd8.bc.ca/dpac>
 - SD8 Family Engagement Session: May 29 (virtual). Topic: Video gaming. <https://www.sd8.bc.ca/familyengagement>
 - BCCPAC Conference and AGM May 23-25. Anyone can attend the conference online (for a fee). bccpac.bc.ca/index.php/events/conference-agm
 - Ongoing fundraisers:
<https://mabelslabels.ca/en-CA/fundraising/support>
<https://tru-earth.sjv.io/brentkennedy>
 - Parent volunteers need a criminal record check and completed volunteer form. Check with the office if you have questions.
 - PAC website: <https://brentkennedypac.wixsite.com/my-site>
 - PAC Facebook page: www.facebook.com/profile.php?id=100087502838737
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Land Acknowledgement & Welcome

[Land Acknowledged and meeting called to order by Christina at 5:36pm](#)

- Introductions done & sign in form handed around

Approval of April 2025 minutes

[Moved by Christina that the minutes of the April meeting be approved. Seconded by Michelle CARRIED](#)

Agenda

- Call for new items:
 - Flower fundraiser small planters

[Moved by Christina that the agenda is adopted as amended, Seconded by Michelle. CARRIED](#)

Reports

- Principal's Report – **See Attached Appendix "A"**, submitted by Danielle Klassen
 - Q: Can PAC attend the tour of schools. A: Not that they are aware of.
 - Grant paperwork discussed as some letters and invoices are required for some grants, otherwise the funds have to be returned.
 - Before we can order the add on to the playground we need to transfer the funds to the district account set up for our playground.
 - Literacy week planned for the first week of June, more info to come.
- Treasurer's Report – **See Attached Appendix "B"**, submitted by Michelle Harris

Moved by Michelle that Seth the babysitter is paid \$20. Seconded by Christina. **CARRIED.**

- DPAC – No meeting since our last meeting so no new report
Detailed meeting minutes are emailed out by BK admin or can be found at <https://dpacsd8.weebly.com/dpac-meetings.html>
 - Proxy form filled out for the BBCPAC AGM to have Natalia vote on our behalf.

Old Business

- Playground committee updates
 - Once grants are received, we will send the funds to our district account so we can order the playground add ons.
- Hot lunch program updates
 - 3 hot lunch days left. No new coordinator has stepped up. Hoping the office will take over the administrations.
 - We are waiting to renew the hotlunch.net account until we know if the hot lunch program is going to continue.
- Babysitter course
 - Based on cost and availability we've decided not to continue trying to organize this.

New business

- Teacher classroom enhancement fund request
 - Late request came in. It has been difficult for us to have request come in at different times and needing to write different checks for them all.
 - There will be no late approvals or exceptions next year.

Moved by Michelle that we spend up to \$250 for Ms. Johnsons teacher request from the chequing account. Seconded by Corinne **CARRIED.**

- Teacher appreciation lunch – Wednesdays are best. June 4th or 18th.
 - Budget the last few years has been \$200
 - Requesting appetizers worked well.
 - PAC will do a charcutier board.

- June 4th works best for the organizers.
- Send a call out for donations. Google doc sign up form so we know what is coming.
- Request gluten free things if possible.

Moved by Corinne that we spend up to \$200 for the teacher appreciation lunch. [chequing_account](#).
Seconded by Lana **CARRIED**.

- End of year fun day. June 23 or 24th are the last full days.
 - Order forms will be done and sent to classes. Max 3 hotdogs each
 - Hotdogs and orange & apples juice, freezies and watermelon (If Available)
- Grad - cake and volunteers
 - No date yet. We will need 2 volunteers to cut and serve. Plates and forks need to be confirmed we have enough.
 - Slab cake should be ok because the class is smaller this year.

Georama

- They small size planters were changed by Georama this year and we weren't aware when the order forms were made. When they came in they were smaller than we anticipated and some disappointment was expressed by some people that ordered them.
- We were invoiced less for them so suggestion made to refund people \$10/planter. There were 10 ordered.

Moved by Corinne that we spend up to \$100 to refund \$10ea for the small planters from the [chequing account](#). Seconded by Michelle **CARRIED**.

- Next meeting AGM June 9.
 - Hoping for a good turn out so we can be set up to start next year with an executive and signers.

Ongoing Projects – Updates

- Garden Beds - school-enhancement project – irrigation needs to be checked and confirmed to be working before we order new plants.
 - Suggestion to ask parents to bring a low maintenance plan.
- Seven Sacred Teachings - art project – update given under teacher update. They are being painted next week.

Date and Time of Next Meeting – June 9th, 2023 at 5:30pm

Meeting Adjourned 6:53

NOTE: These are the best interpretations of discussions held during the meeting by Corinne Grubba. Any errors or omissions are unintentional.

PAC Meeting : May 12 2025

Principal's Report

- Staffing Update
- Grade 5/6 Basketball Team
- Grade 4/5 Track Meet May 30th
- Painting of Indigenous Animals – Timeline
 - Primary grades will be painting this week and the intermediate grades next week. If all goes to plan, we should be putting them up on the fence in the last week of May/ first week of June.
- Primary Assessments in Progress and due by May 30th
- Newly painted boundary markers, back and side field
- Spending and budget – All learning resource spending from teachers has been completed as of April 30.
- Playground Grant Letter – Reporting requirements?
 - How long?
 - What are the details? Finance department, operations, school?

THANK YOU! 😊

Upcoming Dates:

May 13: MSSS Grade 7/8 band performance
May 15 : Slocan Schools Meeting (Danielle) afternoon
May 16 : SD8 Pow Wow in Creston
May 21 : Grade 6 orientation at MSSS
May 22 : Talent Show!
May 23 : Grade 5/6 Basketball game @ Winlaw
May 23 : ArtStarts Presentation
May 26 : ProD Day
May 28 : Welcome to Kindergarten
May 30 : Fire Drill
June 6 : Science World : Fantastic Forces!

Brent Kennedy Elementary School PAC

2024-2025 CHEQUING ACCOUNT Report

2024-2025 Opening Balance: \$ 25,874.72			Sitter name:		# of Kids:
	MAY	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$ 41,842.97				
Revenue					
Hot Lunch	\$ 136.10	\$ 12,962.84			*1075.65 from 2024 SD8
Fundraising	\$ 945.00	\$ 11,494.71			**\$960 from June 2024
Grants/Donations	\$ -	\$ 5,050.00			
Recycling	\$ -	\$ -			
Playground Donations - Directed	\$ -	\$ -			
Other: BCCPAC reimbursement	\$ -	\$ 100.00			
Other: Bank error	\$ -	\$ -			
Interest	\$ 1.55	\$ 12.14			
Total Revenue:	\$ 1,082.65	\$ 29,619.69			
Expenses					
Hot Lunch	\$ 916.73	\$ 6,511.96			
Fundraising	\$ -	\$ 1,298.73			
Winter Activities/Skiing	\$ -	\$ -	\$ -	\$ -	
Swimming	\$ -	\$ -	\$ -	\$ -	gaming acct for 2024/25
Classroom Enhancements	\$ 583.53	\$ 833.53	\$ 2,250.00	\$ 1,416.47	9 @\$250/classroom
Bursary	\$ -	\$ 250.00	\$ 250.00	\$ -	*2023/24 Bursary pd out
Kitchen	\$ -	\$ 35.26	\$ 500.00	\$ 464.74	
Food Safe	\$ -	\$ -	\$ 300.00	\$ 300.00	
PAC Operating Exp.	\$ 54.00	\$ 194.00	\$ 1,000.00	\$ 806.00	
School Supplies	\$ -	\$ -	\$ -	\$ -	Removed for 2024/25
School Spirit - stickers	\$ -	\$ -	\$ -	\$ -	
Outdoor Classroom: Multi-age	\$ -	\$ -	\$ 1,123.62	\$ 1,123.62	HOLD (500+623.62)Don.
Outdoor classroom: School Wide	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	HOLD
Co-op Grant	\$ -	\$ 4,999.57	\$ 5,000.00	\$ 0.43	
Playground	\$ 10,000.00	\$ 10,000.00	\$ 30,000.00	\$ 20,000.00	\$152.02 moved from school wide
Front Gardens/sacred teachings	\$ -	\$ -	\$ 409.88	\$ 409.88	Directed donation - remaining
Art Start grant - intermediate	\$ -	\$ -	\$ 500.00	\$ 500.00	**m/s/c June 2024 mtg
Bank Service Charges	\$ -	\$ -			
Total Expenses:	\$ 11,554.26	\$ 24,123.05	\$ 44,333.50	\$ 28,021.14	
Ending Balance:	\$ 31,371.36	\$ 31,371.36	\$ 44,333.50	\$ 28,021.14	Canadian Tire: \$106.00

Ending Balance:	\$31,371.36	Fundraising	Fall BBQ-\$395	Bingo Silent Auction - \$3315
Hot Lunch \$:	\$6,450.88		Purdys - \$1243.06	Bingo Concession - \$545
Budget Items: not including items on hold	\$23,897.09		Poinsettia - \$584.42	Bingo Donations - \$630
Budget Items: items on hold only	\$4,124.05		Created by kids - \$1108.50	West Coast Seeds -
	-\$3,100.66		Concert Bake Sale: \$470	Spring Flowers

Brent Kennedy Elementary School PAC

GAMING ACCOUNT 2024-2025

Opening Balance: \$2,797.44

	May	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$5,985.25				
Revenue					
Prov. Of B.C. gaming grant	\$ -	\$ 4,060.00			
Other:	\$ -	\$ -			
Fundraising - 50/50	\$ -	\$ 222.00			*School spirit and/or swimming
Interest	\$ 0.11	\$ 0.97			
Total Revenue:	\$ 0.11	\$ 4,282.97			
Expenses					
B.K. - Library	\$ -	\$ -	\$ -	\$ -	
Terry Fox Run - Juice	\$ -	\$ 128.74	\$ 150.00	\$ 21.26	*m/s/c June 2024 mtg
PAC Popcorn Days: Monthly	\$ 32.53	\$ 139.22	\$ 500.00	\$ 360.78	
PAC Xmas Treat: Pizza Day	\$ -	\$ 759.62	\$ 1,000.00	\$ 240.38	
Shovels/Crazy Carpet	\$ -	\$ -	\$ -	\$ -	
Grade 6 Celebration Cake	\$ -	\$ -	\$ 150.00	\$ 150.00	
Year End Fun Day	\$ -	\$ -	\$ 500.00	\$ 500.00	
BCCPAC Membership	\$ -	\$ 100.00	\$ 100.00	\$ -	
Outdoor recess/lunch items	\$ -	\$ -	\$ -	\$ -	
pumpkin carving tools	\$ -	\$ -	\$ -	\$ -	
Winter Activities/Skiing	\$ -	\$ -	\$ -	\$ -	
Swimming Lessons	\$ 1,785.75	\$ 1,785.75	\$ 1,900.00	\$ 114.25	\$10/student
	\$ -	\$ -	\$ -	\$ -	
Total Expenses:	\$ 1,818.28	\$ 2,913.33	\$ 4,300.00	\$ 1,386.67	
Ending Balance:	\$ 4,167.08	\$ 4,167.08	\$ 4,300.00	\$ 1,386.67	Keep montly balance to min. \$250 to avoid s/c

Gaming Grant Balances: remaining

50/50	\$0	*1 year to spend - Jan 2026*
2023/2024	\$16.67	*3 yr to spend*
2024/2025	\$4,060	*3 yr to spend*