

Minutes of Brent Kennedy Elementary School PAC

Held in Brent Kennedy Elementary School Library, Nov 18, 2024

In Attendance:

PAC Executive: Jenni Stol (Co-Chair), Christina Gassoff (Co-Chair), Kaysry Gill (Vice Chair), Michelle Harris (Treasurer), Corinne Grubba (Secretary), Rosellen Munroe (DPAC rep), Lena Sherstobitoff (Past Chair)

PAC Members: Sarah Reid, Lana Klein

Staff: Danielle Klassen (Principal)

Items of Information - provided for information only

- Next DPAC meeting Nov 21 (virtual). <https://www.sd8.bc.ca/dpac>
 - SD8 Family Engagement Session: Nov 28 (virtual), Scholarship Information Night. <https://www.sd8.bc.ca/familyengagement>
 - BCCPAC Virtual Summit Nov 30. Open to all parents of member PACs. There will be workshops and presentations. Registration is required. bccpac.bc.ca/index.php/events/summit
 - Reminder that 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: <https://www.facebook.com/profile.php?id=100087502838737>
 - Ongoing fundraisers: <http://campaigns.mabelslabels.com> <https://tru-earth.sjv.io/brentkennedy>
 - Volleyball finals at Mount Sentinel this Friday and Saturday, there are grade 6's playing as well - Go BK kids!
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Land Acknowledgement & Welcome

Land Acknowledged and meeting called to order by Christina at 5:39 pm

- Introductions done & sign in form handed around

Approval of Oct 2024 minutes

Moved by Christina that the minutes of the Oct 2024 meeting be approved. Seconded by Jenni. **CARRIED**

Agenda

- Call for new items:
 - None

Moved by Corinne that the agenda is adopted, seconded by Christina **CARRIED**

Reports

- Principal's Report – **See Attached Appendix "A"**, submitted by Danielle Klassen
 - Question if it is possible to film or stream the Christmas concert for parents that can't come.
A: This will be looked into.
 - In the future gaming funds may be able to be used to cover the licensing costs for the music used in the Christmas concert.
 - How often the water towers are sanitized and cleaned will be looked into to see if there are any improvements that can be made to make the water situation as good as possible.
- Treasurer's Report – **See Attached Appendix "B"**, submitted by Michelle Harris
 - The Co-Op grant cheque has been received and will be on the next report
 - Update on the outdoor classroom discussed. Looking for some guidance from staff on something they would actually really want and use. If it is not needed we can remove it from the budget and apply the funds to something else, like the playground. A cement slab for hockey was also suggested.

Moved by Michelle that Lily the babysitter is paid \$20. Seconded by Sarah. **CARRIED.**

- DPAC Report by Rosie
Detailed meeting minutes are emailed out by BK admin or can be found at <https://dpacsd8.weebly.com/dpac-meetings.html>
 - There is a new Chair
 - Michelle from our PAC is the new Vice Chair
 - Memberships for BCCPAC are not being reimbursed at this time due to the missing funds that are being investigated.
 - A person will be designated to talk to the media about the ongoing investigations
 - Parent education or workshop requests can be made if we have ideas
 - There was a survey sent out for PACs to fill out it but it was found to be vague and more clarification will be requested before we fill it out.
 - We will request that information is emailed to PAC Chairs, schools & DPAC Reps again as right now it is only going to the Rep.

Old Business

- Co-op grant for PAC kitchen purchases
 - We need to do a thank you card and take pictures.
- Teacher request form, November 30 deadline for first round of requests
 - Teachers will be reminded, none have come in so far.
- Mural updates – Move to December. Probably won't be this year with the playground but it will be good to have the information on hand if the opportunity comes up.
- Fundraisers
 - Created by Kids, Purdy's, Poinsettias - orders are submitted, will request volunteers to sort once items arrive.

- Request for next year to focus the Created by Kids art more holiday themed pictures and for teachers to check they are appropriate.
- Westcoast Seeds fundraiser will be at the end of Jan
- Tru Earth and Mabel's Labels are up and running
- Playground Committee - Updates
 - Two quotes are required so we are waiting for another one to come back in.
 - We won't know until spring if the grant is approved. Clarification requested from the district on how long we have to complete fundraising if we do get approved for the grant. It seems like we need to have all funding secured but some grants won't let you apply until you have district money approved, so it has been difficult.
 - Ready grants from RDCK will be looked into, they are still open.
 - Suggestion made to put an alternative outdoor classroom option on grant applications, if we don't end up getting district funds we can do the classroom instead.
 - Fundraising ideas: Raffles. Pair with a restaurant for a burger and beer night. Canvassing local businesses to see if they want to donate. Christmas concert hot chocolate. A paid photo booth for family photos. Airlines have corporate giving tickets that can be sold, other places might do the same.
 - On the playground quote there are large costs for installation that will be clarified since we have volunteers to help install.
 - Question if we can sell the old playground. The slide we did pay for so at least that part.
 - Need to get the info out there and start asking for donations.
- Hot Lunch - Update
 - No updates, running well at this time. Volunteers always needed.

New Business

- Winter concert
 - concession, baking and hot chocolate.
 - Need a gaming license for 2 50/50 draws. Treasurer will submit a request. Funds allocated for outdoor play space upgrades.
 - Email reminders will be sent out.
- BCCPAC
 - Membership needs to be renewed
 - By-election coming up, nominations for vice president, treasurer, secretary, and director due Dec 2. Will need to discuss voting at December meeting. If anyone is interested in running for a position we can send them more information. Will also send info home to parents.

Moved by Michelle to use \$100 from the gaming account for the BCCPAC renewal. Seconded by Jenni.
CARRIED

- Update Accounts

- Plan to update our fiscal policy going forward with DPAC guidance once they release updated information.
- Signers right now are working and can be left as is. We will revisit after the next AGM if the executive changes.
- Weekly PAC update to parents
 - Jenni to write up on Thursdays, send anything that needs to be included to PAC email. Should we include DPAC and BCCPAC information or keep it short with just PAC notices?
- Bingo – Feb 7th. Need to start looking for donations for the silent auction.
- Ideas for future events
 - Soccer bbq
 - Spring flowers
 - Borscht and bread fundraiser to spread into the community instead of just the parents.

Ongoing Projects – keep on the radar

- Garden Beds - school-enhancement project
- Seven Sacred Teachings - art project
- Dance

Jan 12th tentative date for PAC Meeting in the new year.

Date and Time of Next Meeting Dec 9th 2024 at 5:30pm

Meeting Adjourned 7:30

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

PAC Meeting : November 18 2024

Principal's Report

- Christmas Concert – December 19 @ 10:30 and 1:00.
 - Thanks to PAC for altering the pizza day!
- PAC report for newsletter – Thank you!
- MDI Survey coming up in the New Year (Grade 4)
- Parking Lot – Operations is holding off on the parking lot for now. They may need to address drainage in that area with the new septic and bus building.
Operations is aware of the driveway and parking lot concerns. The repairs to those locations, especially to pave, come at a high cost. There are other road ways and dirt parking lots that also need to be considered and prioritized at a district level.
- Primary Skating and XC Skiing are booked. Justin McRann is taking care of intermediate WH20 ski days!
- Food program is going well! Delivery on Monday and Wednesday.
- Kindergarten teacher hiring in progress.

THANK YOU! 😊

Brent Kennedy Elementary School PAC

2024-2025 CHEQUING ACCOUNT Report

Appendix "B" 1 of 2

2024-2025 Opening Balance: \$ 25,874.72			Sitter name:		# of Kids:
	NOV	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$ 29,099.10				
Revenue					
Hot Lunch	\$ 2,495.14	\$ 5,026.49			*1075.65 from 2024 SD8
Fundraising	\$ -	\$ 960.00			**\$960 from June 2024
Grants/Donations	\$ 50.00	\$ 50.00			
Recycling	\$ -	\$ -			
Other: BCCPAC reimbursement	\$ -	\$ -			
Other: Bank error	\$ -	\$ -			
Interest	\$ 1.00	\$ 4.03			
Total Revenue:	\$ 2,546.14	\$ 6,040.52			
Expenses					
Hot Lunch	\$ 1,168.91	\$ 1,168.91			
Fundraising	\$ -	\$ -			
Winter Activities/Skiing	\$ -	\$ -	\$ -	\$ -	
Swimming	\$ -	\$ -	\$ -	\$ -	gaming acct for 2024/25
Classroom Enhancements	\$ -	\$ -	\$ 2,250.00	\$ 2,250.00	9 @\$250/classroom
Bursary	\$ -	\$ 250.00	\$ 250.00	\$ -	*2023/24 Bursary pd out
Kitchen	\$ 3.07	\$ 3.07	\$ 500.00	\$ 496.93	
Food Safe	\$ -	\$ -	\$ 300.00	\$ 300.00	
PAC Operating Exp.	\$ 20.00	\$ 40.00	\$ 1,000.00	\$ 960.00	
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	\$ 4,999.57	\$ 5,000.00	\$ 0.43	HOLD
Playground	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00	\$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:	\$ 6,191.55	\$ 6,461.55	\$ 44,333.50	\$ 39,040.86	
Ending Balance:	\$ 25,453.69	\$ 25,453.69	\$ 44,333.50	\$ 39,040.86	Canadian Tire: \$106.00

Ending Balance: \$25,453.69

Hot Lunch \$: \$3,857.58

\$34,916.81

Budget Items: not including items on hold

Budget Items: items on hold only \$4,124.05

-\$17,444.75

Fundraising

Breakdown

Purdys -

Poinsettia -

Created by kids -

Brent Kennedy Elementary School PAC

Appendix "B" 2 of 2

GAMING ACCOUNT 2024-2025

Opening Balance: \$2,797.44

	November	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$2,668.82				
Revenue					
Prov. Of B.C. gaming grant	\$ 4,060.00	\$ 4,060.00			
Other:	\$ -	\$ -			
Fundraising - Raffles/etc	\$ -	\$ -			
Interest	\$ 0.14	\$ 0.26			
Total Revenue:	\$ 4,060.14	\$ 4,060.26			
Expenses					
B.K. - Library	\$ -	\$ -	\$ -	\$ -	
Terry Fox Run - Juice	\$ -	\$ 128.74	\$ 150.00	\$ 21.26	*m/s/c June 2024 mtg
PAC Popcorn Days: Monthly	\$ 106.69	\$ 106.69	\$ 500.00	\$ 393.31	
PAC Xmas Treat: Pizza Day	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	
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	\$ -	\$ -	\$ 1,900.00	\$ 1,900.00	\$10/student
	\$ -	\$ -	\$ -	\$ -	
Total Expenses:	\$ 106.69	\$ 235.43	\$ 4,300.00	\$ 4,064.57	
Ending Balance:	\$ 6,622.27	\$ 6,622.27	\$ 4,300.00	\$ 4,064.57	Keep montly balance to min. \$250 to avoid s/c

Gaming Grant Balances: remaining

2023/2024 \$2,472.57
2024/2025 \$4,060