

# Minutes of Brent Kennedy Elementary School PAC

Held in Brent Kennedy Elementary School Library, June 9<sup>th</sup> 2025

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## In Attendance:

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

PAC Members: Lana Klein,

Staff: Danielle Klassen (Principal)

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## Items of Information - provided for information only

- Next DPAC Meeting: June 19th
- 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](https://www.facebook.com/profile.php?id=100087502838737)

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## Land Acknowledgement & Welcome

[Land Acknowledged and meeting called to order by Jenni Stol at 5:38pm](#)

## Approval of May 2025 minutes

[Moved by Jenni that the minutes of the May 2025 meeting be approved. Seconded by Michelle. CARRIED](#)

## Agenda

- Call for new items:
  - None

[Moved by Jenni that the agenda is adopted, Seconded by Christina CARRIED](#)

[Moved by Jenni that we stay the AGM until more members arrive who are running late. Seconded by Christina CARRIED.](#)

## Reports

- Principal's Report – **See Attached Appendix "A"**, submitted by Danielle Klassen
  - Slide that is on the old playground discussed, as PAC purchased that to replace the broken one. A staff member is interested in taking it and making a donation to PAC for it.
  - Fun day date still tbd, 24th likely.

## Old Business

Playground Committee update

- Total fundraiser amounts discussed
- Some funds aren't coming until the end of June so we will need to send the district a check now and then be reimbursed by the grants later.
- Still waiting on a quote to resurface the basketball courts.
- Suggestion made to have a debrief meeting with the district and go over the process difficulties to hopefully make it easier for future schools.

Moved by Michelle that we send the cheque for the playground up to \$10,000 from the chequing account. Seconded by Christina. All directed playground funds for the playground can be used for the playground without motioning.

Moved by Jenni that we start the AGM. Seconded by Corinne **CARRIED**.

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### **AGM Begins**

*Call for nominations for Chair. Jenni was nominated and accepted. No other nominations were received. Jenni is acclaimed as chair.*

*Call for nominations for Vice Chair. Christina was nominated and declined. Kaysry was nominated and accepted. Kaysry was acclaimed as vice chair.*

*Call for nominations for Secretary. Corinne was nominated and accepted. No other nominations were received; Corinne was acclaimed as vice chair.*

*Call for nominations for Treasurer. Michelle was nominated and accepted. No other nominations were received; Michelle was acclaimed as vice chair.*

*Call for nominations for DPAC rep. Christina was nominated and accepted. No other nominations were received; Christina was acclaimed as vice chair.*

Chair report was reviewed. **See Attached Appendix "B"**

Moved by Jenni that the AGM is adjourned. Seconded by Christina **CARRIED**

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### **Regular meeting continues**

#### **Reports**

- Treasurer's Report – **See Attached Appendix "C"**, submitted by Michelle Harris
  - Extra funds from hot lunch was in a big part due to our freezer and being able to buy things on sale. Price matching and smart shopping also made a big difference. Also we didn't have to write off any accounts that weren't paid. The software also hasn't been renewed and paid for yet.
  - West Coast Seeds hasn't given us our fundraising profits yet so they are going to be followed up with.

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

Moved by Michelle that we spend up to \$500 to renew hotlunch.net account from the chequing account. Seconded by Corinne **CARRIED**.

Moved by Jenni that we spend \$250 for the Mount Sentinel Bursary recipient from the chequing account.  
Seconded by Michelle **CARRIED**.

- DPAC Report by Michelle  
Detailed meeting minutes are emailed out by BK admin or can be found at <https://dpacsd8.weebly.com/dpac-meetings.html>
  - An overview of the DPAC meeting was discussed
  - Another BCCPAC AGM is going to be scheduled and another proxy form will need to be done.
- Hot Lunch program
  - A new coordinator will be needed or there wont be a program next year.
- Teacher appreciation lunch – feedback
  - Emails of appreciation were received
  - Suggestion to move it to a day that isn't so busy
- Grad celebrations cake and volunteers
  - Photo is taken and the cake will be order. The extra will be going toward strawberries.
  - Cake will be served on June 23<sup>rd</sup>
  - Volunteers are in place
- End of year fun day
  - Planning for June 24<sup>th</sup>
  - PAC will have a station set up
- Garden Beds - school-enhancement project
  - still unsure if the irrigation is working. Mulch and plants will be added in the fall
- Seven Sacred Teachings
  - art project has been completed and is going up this or next week.

#### **New Business**

- Next meeting – Monday Sept 15

#### **Ongoing Projects – Updates**

- Fiscal policy – moved to the fall
- Mural – Moved to the fall

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**Date and Time of Next Meeting – Sept 15<sup>th</sup> 2025 at 5:30pm**

**Meeting Adjourned 7:06**

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

PAC Meeting : June 9 2025

Principal's Report

- Big Thank you from Staff for the beautiful luncheon last week!
- Indigenous animals are finished and ready to go up onto the fence along with plaque.
  - Chad will be over on Wednesday to discuss helping us make this happen.
  - Lana and Camryn are working together to make a plaque
- Year end Field Trips begin this week. Thanks to PAC for their contribution to the swim days which has helped a lot with year-end bussing!
- Finalizing staffing and assignments for next year – Due June 15<sup>th</sup>
- Playground Updates :
  - Beginning of July, starting June 30<sup>th</sup>
    - Top Soil, top dressing and seeding of field.
    - Blue Playground will be removed starting June 25<sup>th</sup> in the morning – playground will be closed.
    - McLaren Contracting will come the 26<sup>th</sup> and 27<sup>th</sup> to remove the playground pieces and prep the site for installation of the new playground.
  - Field will be closed for the summer to not ruin the new top soil and seed.
  - Date for new playground install and delivery is TBD. Probably August.
- Fundraising for second swing set? Paving of basketball court(s)? –
  - Chad is still awaiting quote for courts. If we choose this option, new line painting will be included on the basketball courts over the asphalt.
- New classroom configurations for next year.
- Fun Day – Date TBD. PAC is invited!

THANK YOU! 😊

Upcoming Dates:

June 11 : Indigenous Field Games day (Intermediate Classes)

June 12 : June Celebration Assembly

June 23 : Grade 6 Graduation Celebration @ 1:00

June 25 : Last Day of Classes : 11:35 am Dismissal

June 25 : Blue Playground Closed for removal.

Chair Report  
Brent Kennedy PAC  
June 2025

It has been a busy year at PAC as we support many school-wide activities, fundraisers, and support for our students and staff at BK. Here is a rundown of everything PAC has been doing this year.

### **Fundraisers**

- Created by Kids
- Fall soccer BBQ
- Purdy's chocolates
- Poinsettias
- Winter concert bake sale
- West Coast Seeds
- Bingo and silent auction
- Spring flower baskets

### **What were we funding and supporting this year?**

- Classroom enhancement funding - Supplied \$250 in funding to each classroom teacher. These funds were used to buy hands-on arts and craft supplies, butterfly kits for the kindys, woodworking supplies, toys and games, and more. Every classroom made full use of their funding this year.
- Bingo and Silent Auction night. This is a popular event for our community. It is also a big investment of volunteer time - thank you to everyone who helped make it happen.
- Hot lunch - coordinating orders, shopping, and prepping food. THANK YOU Lana and all the kitchen helpers!
- Teacher and staff appreciation lunch
- Grade 6 graduation ceremony - PAC provides funding and volunteers for a celebration cake for students and families
- End of year fun day - PAC supplies food and volunteers
- Financial support for swim lessons
- Mount Sentinel grad bursary - \$250 for 2025 grad who was a BK student
- Playground!

### **Our BIG PROJECT - Playground Replacement**

This year, the Ministry of Education supplied funding for new playgrounds in 25 school districts. Each district could nominate one school to receive the funding. Last year, the PAC was told that we were on the list to receive the funds for SD8, if we had a volunteer team to do much of the work. We took on the challenge, and over the past year we have been busy reviewing equipment suppliers, getting quotes, managing budgets, and applying for additional community grants to take advantage of the opportunity to make our outdoor play space AMAZING.

Brent Kennedy Elementary School PAC					
GAMING ACCOUNT 2024-2025					
Opening Balance: \$2,797.44					
	JUNE	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$4,167.08				
<b>Revenue</b>					
Prov. Of B.C. gaming grant	\$ -	\$ 4,060.00			
Other:	\$ -	\$ -			
Fundraising - 50/50	\$ -	\$ 222.00			*School spirit and/or swimming
Interest	\$ 0.06	\$ 1.03			
<b>Total Revenue:</b>	\$ 0.06	\$ 4,283.03			
<b>Expenses</b>					
B.K. - Library	\$ -	\$ -	\$ -	\$ -	
Terry Fox Run - Juice	\$ -	\$ 128.74	\$ 150.00	\$ 21.26	*m/s/c June 2024 mtg
PAC Popcorn Days: Monthly	\$ -	\$ 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	\$ 1,900.00	\$ 114.25	\$10/student
	\$ -	\$ -	\$ -	\$ -	
<b>Total Expenses:</b>	\$ -	\$ 2,913.33	\$ 4,300.00	\$ 1,386.67	
<b>Ending Balance:</b>	\$ 4,167.14	\$ 4,167.14	\$ 4,300.00	\$ 1,386.67	Keep monthly 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*



**Brent Kennedy Elementary School PAC**  
**2024-2025 CHEQUING ACCOUNT Report**

Appendix "C" 2 of 2

2024-2025 Opening Balance: \$ 25,874.72			Sitter name:		# of Kids:
	<b>June</b>	<b>Year to Date</b>	<b>2024-2025 Budget</b>	<b>Difference</b>	<b>Notes</b>
Balance Forward:	\$ 31,371.36				
<b>Revenue</b>					
Hot Lunch	\$ 102.58	\$ 13,065.42			*1075.65 from 2024 SD8
Fundraising	\$ 3,385.00	\$ 14,879.71			**\$960 from June 2024
Grants/Donations	\$ -	\$ 5,050.00			
Recycling	\$ -	\$ -			
<b>Playground Donations - Directed</b>	\$ 1,000.00	\$ 1,000.00			
Other: BCCPAC reimbursement	\$ -	\$ 100.00			
Other: Bank error	\$ -	\$ -			
Interest	\$ 1.30	\$ 13.44			
<b>Total Revenue:</b>	\$ 4,488.88	\$ 34,108.57			
<b>Expenses</b>					
Hot Lunch	\$ 892.15	\$ 7,404.11			
Fundraising	\$ 3,537.70	\$ 4,836.43			
Winter Activities/Skiing	\$ -	\$ -	\$ -	\$ -	
Swimming	\$ -	\$ -	\$ -	\$ -	gaming acct for 2024/25
Classroom Enhancements	\$ 634.48	\$ 1,468.01	\$ 2,250.00	\$ 781.99	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.	\$ 20.00	\$ 214.00	\$ 1,000.00	\$ 786.00	
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	\$ 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	\$ -	\$ -			
<b>Total Expenses:</b>	\$ 5,084.33	\$ 29,207.38	\$ 44,333.50	\$ 27,366.66	
<b>Ending Balance:</b>	\$ 30,775.91	\$ 30,775.91	\$ 44,333.50	\$ 27,366.66	Canadian Tire: \$106.00

Ending Balance:	\$30,775.91		Fundraising	Fall BBQ-\$395	Bingo Silent Auction - \$3315
Hot Lunch \$:	\$5,661.31			Purdys - \$1243.06	Bingo Concession - \$545
Budget Items: not including items on hold	\$23,242.61			Poinsettia - \$584.42	Bingo Donations - \$630
Budget Items: items on hold only	\$4,124.05			Created by kids - \$1108.50	West Coast Seeds -
	-\$2,252.06			Concert Bake Sale: \$470	Spring Flowers