

Minutes of Brent Kennedy Elementary School PAC

Held in Brent Kennedy Elementary School Library, Dec 9, 2024

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, Kate Rustemeyer

Staff: Danielle Klassen (Principal)

Items of Information - provided for information only

- Next PAC Meeting: January 16 (virtual). <https://www.sd8.bc.ca/dpac>
 - SD8 Family Engagement Session: Jan 9 (virtual), French Immersion Information.
 - BCCPAC by-election voting open until Jan 5. <https://bccpac.bc.ca/index.php/about-us/board-of-directors/by-election-2024>
 - 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>
 - NOTE: Mables Labels and Tru Earth may ship by Canada post so check before ordering.
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Land Acknowledgement & Welcome

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

- Introductions done & sign in form handed around

Approval of Nov 2024 minutes

[Moved by Jenni that the minutes of the Nov 2024 meeting be approved. Seconded by Michele. CARRIED](#)

Agenda

- Call for new items:

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

Reports

- Principal's Report – **See Attached Appendix "A"**, submitted by Danielle Klassen
- Treasurer's Report – **See Attached Appendix "B"**, submitted by Michelle Harris

Moved by Michelle that Jenni is reimbursed from Gaming \$100. Seconded Christina. **CARRIED**

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

- DPAC Report
 - Rep unavailable for the meeting but brief overview given to chair to share
 - Corinne will attend the Jan 16th meeting with RosieDetailed meeting minutes are emailed out by BK admin or can be found at <https://dpacsd8.weebly.com/dpac-meetings.html>

Old Business

- Playground committee updates
 - Playquest did sent in a quote that needs to be gone over with them, a meeting will happen this week.
 - Blueimp quote was also received that was in budget but didn't have as many things included and may be more geared for younger kids. Adjustments will need to be requested to keep it for the older kids.
 - Another volunteer has stepped up to help write grants. Most of them start in January but some can be done now.
 - Some grants have been filled out already.
 - Install cost that were in the last quote did include install, cement trucks etc and parents don't have to help install it at all.
 - March or April is when we know if we get the ministry funds.
- Winter concert
 - Front door will be used as the entrance and it will be locked/controlled until half hour before. We can set up out front to sell baking and hot chocolate. We will play Christmas music using one of the schools speakers.
 - Call out for bake sale donations.
- Bingo
 - Feb 7th Bingo date
 - Forms handed out to canvas areas for silent auction donations. **See Attached Appendix "C"**.
 - Let Lana know if you go anywhere so we don't go to places twice. If you have a connection to a business feel free to put your name as the contact's name or you can add Lana's name on it.
- Fundraisers
 - Created by Kids, Purdys, & Poinsettias have been delivered to families. Totals raised are on the treasurer report.
 - West Coast Seeds will start in January. Will start sharing info now so folks can check out the catalogue. Will need volunteers to sort again when it come in.
- PAC update to parents
 - Has been going out with the weekly message from the principal.

- Principal will add PAC dates to her upcoming dates in her blog.
- A paper copy might be good when there are a lot of things going on.
- School mural
 - For future reference, probably for next year after the playground, it does look promising that we can get one done. The coordinator out of Slocan is usually in collaboration with them. Usually paid for with grants and PAC funds. There are local artists that have worked with the kids or just done it on their own. Nelson & district art council also may be able to help but not hands on with doing it, just a good source of contacts and information as they have done a lot of them.

New business

- Teacher requests
 - Ms Podovelnikoff – request received for woodworking kits for \$250

Moved by Jenni that we spend up to \$250 for Ms P's request from the chequing account. Seconded by Michelle. CARRIED

- DPAC discussion
 - Request for 1 or more other execs to attend next meeting along with our Rep to support her. With the changes the meetings have been a bit chaotic.
 - Suggestion to review intended purpose of DPAC and compose a letter to DPAC with concerns about meeting conduct and what our expectation are for the meetings and the function of DPAC.
- BCCPAC nominations/updates
 - Bios of the candidates reviewed.

Moved by Jenni that Kendra be voted in for first vice chair. Seconded by Kaysry. CARRIED

- DPAC policies
 - DPAC chair has provided three new policies that they would like us to comment on before their next meeting. They will be uploaded as a google docs so execs and PAC members who would like to see it so they can send their comment to PAC chair to report back to DPAC.
- Swim lessons funding
 - Revisit in January once we know what pizza day totals came to.
- Ideas for future events or fundraisers?
 - Spring flowers from Georama (Last year Due April 19th, they were delivered May 6th)
- Canadian tire money needs to be used up or it will expire.
 - It could be used for garden supplies or cleaning supplies.
 - Most of the toys from there get broken too fast so other options should be looked at

- Parents can give the school phone number to give their Canadian tire money to PAC. Paper money can be put in Fred.

Ongoing Projects – Updates

- Dance – Spring? Family dance, parents need to stay.
- Fiscal policy - will review in 2025 following DPAC policy guidance
- Mural – moved to next school year
- Garden project - spring
- Seven sacred teachings

Date and Time of Next Meeting – Jan 13, 2023 at 5:30pm

Meeting Adjourned 7:23

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

PAC Meeting : December 9 2024

Principal's Report

- Christmas Concert – December 19 @ 10:30 and 1:00.
 - Thanks to PAC for December 18 Pizza!
 - Filming → Maybe... started the conversation with MSSS
- MDI Survey coming up in the New Year (Grade 4)
- Two new water stations delivered today – one hot/cold for staff room, one cold/room temp for primary classrooms (left side)
- Fee collection for winter activities is underway. Busses have all been booked.
- Christmas caroling for seniors at the Slocan Park Hall – December 3 and 10
- Christmas door decorating
- PAC Funding Request Application form sent out weekly to staff.
- Driveway pothole updates – temporary fill?
- Doorway grates – being replaced in the spring and covered with new cement for safety and aesthetic purposes.

This week and coming up:

December 11 : Staff Meeting @ 2:50 pm in the library

December 13 : December Celebration Assembly

December 17 : Christmas Concert Setup

December 18 : Pizza Day and Dress Rehearsal @ 1: 15 pm

December 19 : Christmas Concert

December 20 : Last Day of School before Christmas break

January 6 : School Reopens.

THANK YOU! 😊

Brent Kennedy Elementary School PAC

Appendix "B" 1 of 2

2024-2025 CHEQUING ACCOUNT Report

2024-2025 Opening Balance: \$ 25,874.72			Sitter name:		# of Kids:
	Dec	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$ 25,453.69				
Revenue					
Hot Lunch	\$ 636.89	\$ 5,663.38			*1075.65 from 2024 SD8
Fundraising	\$ 3,349.50	\$ 4,309.50			**\$960 from June 2024
Grants/Donations	\$ 5,000.00	\$ 5,050.00			
Recycling	\$ -	\$ -			
Other: BCCPAC reimbursement	\$ -	\$ -			
Other: Bank error	\$ -	\$ -			
Interest	\$ 1.07	\$ 5.10			
Total Revenue:	\$ 8,987.46	\$ 15,027.98			
Expenses					
Hot Lunch	\$ 1,316.90	\$ 2,485.81			
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	\$ 500.00	\$ 496.93	
Food Safe	\$ -	\$ -	\$ 300.00	\$ 300.00	
PAC Operating Exp.	\$ 30.00	\$ 70.00	\$ 1,000.00	\$ 930.00	
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	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:	\$ 1,346.90	\$ 7,808.45	\$ 44,333.50	\$ 39,010.86	
Ending Balance:	\$ 33,094.25	\$ 33,094.25	\$ 44,333.50	\$ 39,010.86	Canadian Tire: \$106.00

Ending Balance: \$33,094.25

Hot Lunch \$: \$3,177.57

Budget Items: not including items on hold \$34,886.81

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

-\$9,094.18

Fundraising

Breakdown

Purdys - \$1243.08

Poinsettia - \$584.42

Created by kids - \$1108.50

Fall BBQ-\$395

Brent Kennedy Elementary School PAC					
GAMING ACCOUNT 2024-2025					
Opening Balance: \$2,797.44					
	December	Year to Date	2024-2025 Budget	Difference	Notes
Balance Forward:	\$6,622.27				
Revenue					
Prov. Of B.C. gaming grant	\$ -	\$ 4,060.00			
Other:	\$ -	\$ -			
Fundraising - Raffles/etc	\$ -	\$ -			
Interest	\$ 0.14	\$ 0.40			
Total Revenue:	\$ 0.14	\$ 4,060.40			
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	\$ 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:	\$ -	\$ 235.43	\$ 4,300.00	\$ 4,064.57	
Ending Balance:	\$ 6,622.41	\$ 6,622.41	\$ 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



Brent Kennedy Elementary PAC

PO Box 40 – 1092 Highway 6

Crescent Valley, BC

VOG 1H0

On behalf of the Brent Kennedy parent advisory committee, I am requesting a donation for our silent Auction and bingo night, being held in early February, 2025. We are collecting donations now, so please contact me to pick up items or gift cards at your convenience.

This school year we are working toward a new playground. We have been busy applying for grants, but still need to raise \$30,000.

As well, the Brent Kennedy PAC is also fundraising for school events, such as free pizza days, reducing student school supply fees, cost reductions for skiing and other various winter activities, year end fun day, and extra funding for special class projects. We do what we can within our school, but it really comes down to asking our surrounding communities for support to create the best possible experiences for our kids. All donors will be highlighted throughout our network – PAC newsletters, PAC social media posts, and Principal blog.

Thank you for your time and consideration,

PAC member Lana Klein 250-919-2779 or coreylana@gmail.com (please contact me as I am collecting donations)

PAC Chairs Jenni Stol, Christina Gassoff pacbrentkenedy@gmail.com