

## Agenda October 20, 2025

In Attendance: Jasmine Nina, Sherylynn, Tyrra, Danielle, Jamie, Terry, Kayla, Sara, Abigail, Concordia, Kesheiya, Renato, Gerrie, Samantha, and Aaron

### 1. Welcome 5:30

- a. Pizza
- b. Gather names and email addresses
- c. Hand out agenda and previous minutes

### 2.

- A. Call to Order 5:40pm
  - B. Declare quorum (3 execs)
  - c. Approve meeting agenda **1st Kesheiya, Nina 2nd**
  - d. Approve Sept 22 minutes plus any amendments **Sherrilyn 1st, Tyrra 2nd**
- People introduce themselves and everyone welcomed.

### 3. Reports

- A. Principal
- A.A.

A.A.A. Current enrolment is 387 students.

A.A.B. Mr. Williams hired for AB position, he should be starting this week or early next week. Ms. Lewis taking over for Ms. Bertuzzi. For Grade 1: Ms. Gatto extended her leave until January 19th. Ms. Stasiewski is returning.

A.A.C. Lunch bins were discussed later

A.A.D. First earthquake drill today, went smoothly. Everyone remained indoors, due to weather. Lockdown drills coming up next week. Parents will be given a heads up on the date to prepare at home. Liaison officer from RCMP will be here for it.

A.A.E. Halloween Costumes/Orange-Black costumes. No guns, weapons, blood. Appropriate for the day and able to wear all day. No makeup or coloured hairspray at school. No inflatable costumes. Looking to have a costume parade in the school on halloween. Not open to families to attend due to congestion in the halls.

A.A.F. Grade 4 FSA testing has begun and runs until Nov. 7. It's geared towards what they learned in grade 3 and helps with curriculum planning.

A.A.G. October 22nd will be students' parent teacher conference from 3:30-5:30. Welcome for new families in the Check and Connect room during that time.

A.A.H. October 23rd is the first spirit day; Hat Day. Early dismissal day 11:25am

A.A.I. October 24th is Provincial Pro-D Day. November 10th is also a Pro-D Day

A.A.J. Book Fair October 28-31

A.A.K. Friday November 3rd is an Assessment and Evaluation - Non-Instructional Day

A.A.L. Next Whisker Wednesday is November 5, themed 'Remembrance'

A.A.M. Friday November 7th Remembrance Day Assembly (after recess)

A.A.N. November 11th, School Closed

A.A.O. Spirit Days: October 23 Hat Day, November 14 "Roc your Mocs", December 10 Pancake Breakfast, December 19 PJ Day.

b. Chair. I framed the meeting guidelines Jasmine explained PAC guidelines: All parent are members of PAC, the purpose of the PAC is to promote effective communication between school and home. We want to improve the communication, community and culture of the school. We want to get more parents involved and insure a positive atmosphere and create fun opportunities at LME.

c. Treasurer Sherylynn summarizes the two bank balances. The gaming grant rules and regulations. The General bank account amount \$18,150.00. Outstanding cheque that hasn't cleared from SinAmen bun Co. Sarah will check in and see why they haven't cashed it. Gaming Grant Account Amount \$8,120.00. Accounts broken down by month on page two of the budget. Income from hot lunch, coupon books and popcorn have been deposited for this school year. Estimate to have a \$1600 surplus this year if spending goes along the same trajectory as last year. Hot Lunch software has gone up \$30 this year, still within the \$400 budget. Reconciling the bank statement will take place at the end of the month. So far no discrepancies. Gaming Account shows grant income \$8120.00. Can keep these funds up to 24 months but can do a written request to extend holding onto the grant money to the government. Reimbursement needs to be made for some PAC expenses to update the accounts properly. Jasmine will hand in pizza receipts.

d. Hotlunch Sara updates. First one went smoothly. 82 orders for the first Hot Lunch. Food was delivered early with lots of volunteers to help. Last year the volunteers were many at the start but only Sara and 1 other mom by the end of the school year. Doing hot lunch more than once a month can be disruptive. Financially it can be expensive for families. PAC hotdog days are more family friendly and are the most successful as most can afford. Donut date on Halloween \$1.50. Sara trying to find more affordable options. Mr. Bateman agrees the cost for Hot lunches is challenging to parents. Hot lunch is not a big money maker. Kids are so sad when they don't get a hot lunch. Teachers aren't a huge fan of it. Currently once a month is good. To do a hot dog lunch a lot of manpower is required. Is food safe required? Need more ways to inform parents about Hot Lunch. Maybe a pamphlet? Volunteers Needed to help 11:30-12:30 one Friday a month.

e. Popcorn Tyrra, popcorn going well. Roughly 160 bags last week. 130 the previous week. Volunteers help every Wednesday 9:30-12:30. Popcorn delivered at lunch and handed out at the end of the day. Sherilyn wondering were receipts are for popcorn, Kim handles bill with credit card on file. **Jasmine will look in to getting info from Kim.**

f. Playground sub committee On Tuesday, October 14th, 2025 I was able to meet with Ms. Locke, Mr. Bateman, Parent Volunteer Abigail, District Employees Alan and Ken, as

well as Brad from Habitat. We spoke at length about the lack of accessibility of our playground and how to resolve this, what was possible, what is preferred by the district, grants and fundraising.

Our biggest concerns with the playground is the wood chips. They are incredibly difficult for a child with a mobility disabilities or visual impairment. At the present time staff is unable to get children in chairs to the playground to play. A turf or rubberized ground is a much better option for accessibility. Alan, from the district, expressed the preference for turf as it can be maintained and repaired by the district while the rubberized ground must be repaired by a special company.

Brad from Habitat is going to measure out the playground area and get us a price on turf and rubberized ground. At this time, the plan is to use mostly turf but have a rubberized path throughout the playground so those in chairs will have an easier time moving throughout the play area. He will also price out some of our favourite accessible items from the catalog. From there we will choose, what additions to add to the play area and how to lay it all out in our space.

Some of the pieces we HOPE to add include a Rollie slide, updated sensory panels, a communication board, a cozy dome, a sway fun glider, and oodles of swings. If we did decide to add an actual structure to the playground it would include double wide ramps.

Habitat will help us apply for grants and provide marketing for fundraising. The district will do a bunch of the prep for the playground which will save us a lot of money.

We will meet with Brad again in a few weeks to further plan out and discuss what we want the playground to look like. There is a grant application opening in January and we are hoping to be ready with a plan by then to apply for that grant, as it will help greatly with the cost of the turf/rubberized ground.

#### **4. Outstanding business**

a. New signers. Jasmine is now on. Have Amanda and Sherylynn gone to the bank? Jasmine and Sherylynn are now signers, last years people removed. Wednesday Amanda will meet at the bank.

b. Receipts for pizza, approved as over budget Jasmine gave receipts to Sherylynn

c. Costco card purchased by Sara? **Not yet**

d. DPAC position still open (brief description)

A member from our PAC that attends the district PAC meeting at the school board office or online via teams. They have 7 meetings scheduled this school year. Sept oct dec jan feb april may on thursday evening. DPAC rep will then give us a report on what is important happening in the district. I'm happy to provide time in person at our meeting or accept a written report to include. (Jasmine read that out). A Cafe tomorrow Tuesday 7-830 at NLC Road. Kayla is interested in this, Jasmine will send details to her.

e. Fundraisers. Coupon Book status, 100 +25 purchased, 68 and 6 sold. Jasmine has been depositing the money so it isn't sitting in the pac office. **Is there a cutoff to return? Jas will check.** How long do we want to keep the extras? Neufelds fundraiser

is open until November 5th. November 14th at 3pm will be the pick up. The truck will be in the parking lot arriving at 2:30 with pick up to start at 3pm. Purdy's is also not open. It will be delivered December 12th, we sort and then hand out orders. No other fundraisers before Christmas.

New suggestions for fundraisers? Save on gift cards, school dances, (Watson does 4 per year full families and its a fundraiser, pay what you can to enter and full concession, pre-ordered pizzas, DJ, prizes supplied by PAC. Sara will totally volunteer) Possible Spring Fling Dance. Mr. Bateman to ask teachers to help contact parents via email for volunteers when requested. Kesheiya recommends looking into Mables Labels as a fundraiser.

f. Boo-grams Sandra not here. The idea is small bag for kids to give to their friend, but how to make it streamlined. It is likely the same kids getting the bags as get popcorn. Many will feel left out. Nina suggests cancelling as there is already donut day and scholastic book fair happening at the same time. Its too much ask on parents. **Vote taken to postpone boo grams for a later holiday, and passed unanimously.**

g. Costume Closet Kayla wants a way to see information quicker and easier. Ms. Locke recently sent a PAC email blast and that was helpful to see the highlights of what's going on. Volunteers needed to help kids pick out costumes the first 15 minute before school and after. October 27-30. This could be a good email reminder sent by teachers to communicate with families. Kayla is able to volunteer to help in the mornings. Jasmine will message if a family reaches out and wants to shop at the costume closet.

h. Pancake breakfast planning Parents cook and serve breakfast to each class.

1. Date and time line Which date, Monday the 8th or Wednesday the 10th. Most agree Wednesday is the best.

2. Groceries/menu

We need a lot of pancake mix and 1 pack on gluten free pancake mix. We need a ridiculous amount of syrup. Also will order sausage. Sarah will check on availability of syrup bottles to make sure we have proper ones to use and parent volunteer will guard the day of. We also need the school's grill, a second one if possible to make it easier. Get propane? Fruit was wasted so much last year. Buffet style helps the kids choose what they want and minimize waste. Ask parents for griddles to make pancakes. We need table clothes.

3. Volunteers needed, schedule for sign up? Make a pancake breakfast group chat to avoid a meeting. Lots of parents volunteers needed at a variety of different times to ensure a smooth morning. Time slot signups, some early in the morning. We need people who can cook, grill, plate food, set up tables, clean, mess patrol, tear down. Classes come at alternating times, mix of grades. Sign up sheet will be made and organized by time. Jasmine and Sara will work together to make the sign up sheet.

Make sure that we are really clear about roles and time frames so we can use the volunteers wisely.

4. Santa? Sara is messaging someone who may be interested.

## **5. New business**

a. Stay safe A 5 hour course that teaches older kids how to be home alone, stranger danger safety etc. There is an option for grades 2-3 but it is a \$50-60 course. There may be a scholarship for kids who staff feel would benefit greatly.

b. Cleaning lunch bins We need a volunteer to clean them. They belong to the lunch room, not the PAC. Kesheiya volunteers to re-label the bins so that it specifies to return them to the lunchroom. They do need to be clean periodically and Kesheiya has volunteered to do this, and re-label them with room numbers or division numbers.

c. Open floor for new business Sherylynn would like some rolling racks for the lost and found so that the lost and found can be easier to go through and see. The current lost and found is overflowing. At the end of the year it is donated. We will revisit this in November to discuss purchasing rolling racks.

Kesheiya would love to take over the bulletin board outside of the PAC office and Jasmine would love to help.

A question was asked about whether an accredited landscape company could do the playground install and save putting money. **Nina will look into this.**

**6. Next PAC meeting** November 24th 5:30pm pizza will be served. Addendum made to budget to increase budget for monthly PAC meeting to \$100 **1st Sara 2nd Sherylynn**

**7. Meeting adjourned 7:15pm**