

Lake Hill Elementary PAC

Agenda

7:30 pm Wednesday, 10 September 2025



Teams Link:

<https://teams.live.com/join/9345985338083?p=5AtOYOA3jrBZmc5wWq>

Attendees:

Sara Baxter (Div 4 & 9) Jessica Barnard (Div 8) , Cara Jackson (Div 4), Ashley Stanford (Div 4), Megan Kot (Div 9 & 2), Emma & Blake Tessier (Div 10 & 6), Anita Carreiro (Div 2 & 5), Tammy McColl (Div 4), Tally Singh (Div 10), Holly Mallari (Div 10), Denisse Garcia (Div 9), Monica Hacking (Div 1 & 3), Caitlin Annable (Div 9), James Little (Div 10), Rebecca Williams (Div 10), Anneke Vink, Andrea Gillis, Afsaneh Shamekhi, Brett Johnson (Principal)

AGENDA

1. Welcome and co-president introductions
2. Review minutes (June 2025)
 - a. Motion to approve minutes
 - i. Agenda approved
3. Review agenda (September 2025)
 - a. Motion to approve agenda
 - i. Agenda approved
4. New PAC roles and responsibilities
 - a. Review & introduction of volunteers
 - i. Volunteers introduced
 - ii. Call for further volunteers
5. PAC business
 - a. Consent to share contact info & division representatives
 - i. Urged attendees to share and remind friends to fill out
 - b. VCPAC Update
 - i. Cara gave updates on the Victoria Confederation of Parent Advisory Councils (VCPAC) and her role
 - c. Event/Fundraiser Recap
 - i. Monks Office Supplies
 1. Funds raised this year \$270
 - d. Upcoming Events & Fundraisers
 - i. Review of PAC dates for the year
 1. Jessica gave rundown of all upcoming events
 - ii. Welcome Back BBQ
 - iii. Fun Lunch
 - iv. Kernels Popcorn
 - v. Go by Bike (September 29 - October 3)
 - vi. Scarecrow Stomp (October 23)
 - vii. Community Craft Fair (November 22)
 - e. Treasurer's Report
 - i. Bank Balances

1. Chequing - \$17,263.67
2. Savings - \$16,404.27
3. Gaming - \$6,741.13

Financial Snapshot - September 10, 2025					
Bank balances:					
Chequing		\$17,253.67			
Savings		\$16,404.27			
Gaming		\$6,741.13			
Total		\$40,399.07			
PAC funds held by School:					
Playground		\$3,596.00			
Field Trip		\$0.00			
Class Enrichment		\$515.00			
Music		\$166.00			
PAC General		\$691.33			
		\$4,968.33	* not final, JE's still in progress		
Fundraiser net proceeds:	YTD:		Increase:	Expenses:	Increase:
Bottle Depot	\$0.00		\$0.00	Bank charges	\$0.00
Welcome Back BBQ	\$0.00		\$0.00	Projector	\$0.00
Scarecrow Stomp	\$0.00		\$0.00	Bike to School	\$0.00
Fun Lunches	\$0.00		\$0.00	Staff Appreciation	\$0.00
Kernel's	\$0.00		\$0.00	Parent Education	\$0.00
PAC Toonies	\$0.00		\$0.00	Athletic Jersey's	\$0.00
Craft Fair	\$0.00		\$0.00	PAC Supplies	\$0.00
Holiday Gift Shoppe	\$0.00		\$0.00	Total	\$0.00
Family Movie Night	\$0.00		\$0.00		
Games Night	\$0.00		\$0.00		
Fundraising net proceeds:					
Fun Lunches	✓	4,700.00	4,791.37	4,270.83	
Kernel's	✓	2,000.00	2,004.69	1,334.75	
Welcome Back BBQ (tab)	✓	1,000.00	1,048.21	929.07	
Scarecrow Stomp (tab)		1,450.00	1,474.18	2,244.88	emma
Craft Fair (tab)		1,600.00	1,627.91	2,169.98	emma
Holiday Gift Shop	✓	2,050.00	2,048.83	1,478.58	
Movie Night	✓	375.00	460.25	317.47	
Games Night	✓	100.00	91.75	219.17	
Bottle Depot	✓	2,200.00	2,311.20	1,835.37	- need to calculate and reallocate reserve funds
PAC Toonies	✓	0.00	371.04	399.58	
Spirit Wear		0.00	0.00	-122.31	- check
Other income:					
Art Cards - Created by Kids	✓	1,500.00	1,605.90	1,504.20	
Freezie's	✓	40.00	37.90	162.50	
Mabel's Labels	✓	125.00	195.27	57.72	
Purdys Chocolatier	✓	1,100.00	1,112.48	1,466.52	
Monk Office	✓	275.00	277.08	462.24	
Parent Education Grant	✓	250.00	250.00	250.00	
Bank interest, etc	✓	185.00	226.80	142.41	
New in 2024/25:					
Panago Pizza Fundraiser	✓	780.00	779.00		
This Week's Lunch		0.00	0.00		Ask for payout
BCause	✓	0.00	7.75		10% back on food boxes
Total revenues		19,730.00	20,721.61	19,346.02	
Expenditures:					

39	Expenditures:									
40	Bank fees and cheques	✓	75.00	75.00	55.00					
42	GoByBike	✓	100.00	109.53	103.49					
43	Class Enrichment Funds	waiting	1,100.00	0.00	1,100.00					
45	Music Dept	waiting	0.00	0.00	0.00					
46	PAC expenses	✓	250.00	216.36	255.28					
47	Parent Education	✓	60.00	40.00	58.75					
48	Projector and Screen	✓	0.00	12,700.00	0.00					
49	School Jersey's		0.00	760.56	0.00					
50	Staff Appreciation	✓	400.00	419.97	306.69					
52										
53										
54										
55	Total expenditures		1,985.00	14,321.42	1,879.21					
56										
57	Gaming Grant		0.00	-4,460.00	4,500.00					
58	Field Trip (Gaming)		0.00	-4,416.00	-1,860.00					
59	Grade 5 Shirts (Gaming)		0.00	-606.77	-592.00					
60	Science Ventures (Gaming)		0.00	-1,100.00	-1,100.00					
61										
62	Net gaming grant		0.00	-1,662.77	948.00					
63										
64										
65	Net surplus		17,745.00	4,737.42	18,414.81					

Gaming Grant plans:
618.36 opening
- field trips
- science ventures
- grade 5 shirts
618.36

ii. Proposed 2025-2026 Budget

1. Still in process of defining how much can be allotted to school for field trips etc
2. To bring forward to next month

f. Playground Update

- i. Sitting rocks: working with school on placement
- ii. Working with ad-hoc committee on costing out potential equipment
- iii. The existing design plan is being used to guide fundraising - pieces will be installed as funds raised.

6. New Business

a. Parent Voice

- i. PAC communication channels need to be made very clear
- ii. Kind words from parents on volunteering, work by the PAC

b. Emergency awareness week

- i. Megan shared the PAC has historically collected money from parents for emergency water and snacks. These are emptied/recycled each year by the PAC. Looking to identify how this could be done more sustainably and what the expectations are from the school/parents for emergency supplies. Shake Out is in October, Emergency Preparedness Week is in March.

- c. PAC Google calendar has important dates - need to make parents aware
- d. Reminder that there is NO PARKING at front drop off zone of school - this is strictly for drop off and bus zone

7. Administrator's Report

- a. Terry Fox run upcoming Sept 15
- b. First fire drill (no alarm) Sept 11
- c. Welcome back BBQ and meet the teacher Sept 17th
- d. Class photos Sept 19
- e. First assembly Friday Sept 12
- f. Grade 5 lunch monitors doing a great job so far
- g. Nature Playground

- i. Brett spoken with head of facilities - our PAC will take lead on nature playground
 - ii. Facilities will need to take more guidance from PAC
 - h. Cross country - great turnout so far - 40 kids!
 - i. Big thank you to Ashley Stanford for all the work she does for the school and PAC!
8. Adjourn

2025-2026 PAC Meeting Dates		
Second Wednesday of each month.		
September PAC Meeting	Wednesday, Sept 10, 2025	7:30-8:30pm
October PAC Meeting	Wed. Oct 8, 2025	7:30-8:30pm
November PAC Meeting	Wed. Nov 12, 2025	7:30-8:30pm
January PAC Meeting	Wed. Jan 14, 2026	7:30-8:30pm
February PAC Meeting	Wed. Feb 11, 2026	7:30-8:30pm
April PAC Meeting	Wed. April 8, 2026	7:30-8:30pm
PAC AGM	Wed. May 13, 2026	7:30-8:30pm
June PAC Meeting	Wed. May 10, 2026	7:30-8:30pm

Next meeting: October 8, 2025