

**Strawberry Vale Elementary PAC**  
**Meeting Minutes**  
**Wednesday, September 11th, 2024 @ 6:30pm**



**1. Call to Order**

- 1.1. Territorial Acknowledgement
- 1.2. Welcome / Introductions
  - Meeting called to order at 6:32 pm
  - Attendees: Scott Thomas, Carey Nickerson, Sam Jassal, Andrew Balo, Melanie Styles, Chantelle Bowden, Danielle Grbavac, Nadia Hobbs Garmen, Jack Buchanan, Lauren Lemieux, Aleshia McCallum, Samantha Toms, Harminder Kaur Minhas, Alex Josifov, Janki Patel, Brett Lawson, Garnett Humenick, Simranjit Kaur, Leidy Rojas, Andres Felipe Montoya
- 1.3. Approval of minutes: June 2024
  - MA: Chantelle; Seconded: Andrew
- 1.4. Approval of agenda: September 2024
  - MA: Nadia; Seconded: Jack

**2. Guest Spotlight**

N/A

**3. Teacher's Spotlight**

N/A

**4. Admin Report**

**Scott Thomas / Carey Nickerson**

- Scott welcomed everybody back with a special shout out to the new parents that were in attendance. The first week of school has been successful with both students and staff doing a great job at getting back into routines. Over the summer, the school had a deep clean by our custodian Rick Larsen so the school looks great and ready for the new year. Over the summer, work continued on replacing the siding around the school. It will take one more summer to complete.
- Our school community also welcomed Carey Nickerson, SVE's new Vice Principal. Carey introduced herself and thanked everyone for the warm welcome.
- Currently, there are 271 enrolled in SVE spread across 13 divisions.
- Due to some unforeseen staff absences, there are some temporary teaching staff for September.
- Since the start of school, there has not been any major enrollment changes.
- Currently, admin is working on getting all of the supports in place for the school year.
- The kindergarten students had their first full day today.
- There was a question regarding what SVE is going to be doing for Indigenous Inclusion. Scott gave an overview of what the school has done in the past and that planning for this year is underway.

**5. Executive Update**

**Sam Jassal / Chantelle Bowden**

- On behalf of the PAC, Sam welcomed Carey Nickerson to the PAC.

**6. Treasurer's Report**

**Andrew Balo**

**6.1. Financial Overview Update**

- For the benefit of the new attendees, Andrew gave a detailed description of the PAC's financials including what accounts the PAC has, how movement of funds is transferred, how expenses are paid, transparency issues, and generally what the PAC does to support the school and teachers (i.e., classroom funds, field trips, staff appreciation lunch, retirement gifts).
- As of August 31st, there is \$28,225 between the PAC's three accounts.

**6.2 Proposed 2024/2025 Budget**

- A detailed breakdown of all the fundraisers, events, and programs that the PAC supports over the school year was given. The draft budget included what was spent in 2023/2024 on each event and a new projected cost for each event for 2024/2025 was given. If the budget is approved as is, there will be a deficit of approximately \$5800. The draft budget will be uploaded to SVE's website where it will remain for 30 days. The draft budget will be voted on and approved at the next PAC meeting.

**6.3 Update on Gaming Grant for the 2024/2025 year**

- Andrew gave an overview of what the Gaming Grant is and how the PAC uses it to support school initiatives.

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**7. Funding Requests**

7.1. Discuss any update from the district on providing a quote for revitalization of the pond dock.

- As a refresh and for the benefit of the new families, Scott gave an overview of where the pond is located and what work is needed to revitalize this area. The dock was rotten and unsafe so this was removed in the summer. There is a temporary floating dock in its place. As of the meeting, the district has not yet given SVE a quote as to costs around replacing the dock.

**8. PAC Programs, Events, Fundraisers (updates / feedback / action items)**

<b>8.1. FaceBook</b>	Jasmine Jassal	<ul style="list-style-type: none"> <li>• Posts can be made on Facebook and will either be approved or denied by Jasmine Jassal. Please email Jasmine directly for anything related to Facebook (<i>her email can be given by emailing the PAC</i>).</li> </ul>
<b>8.2. Parent Education</b>	All	<ul style="list-style-type: none"> <li>• A discussion around what parent education is, how SVE participates, what kinds of topics can be covered, and how we share opportunities with other schools and vice versa was given.</li> <li>• Lauren Lemieux volunteered to be the new lead.</li> <li>• Lauren volunteered to draft a list of what PE opportunities SVE has participated in.</li> <li>• A suggestion around picky eaters was given as a potential topic for the future.</li> </ul>
<b>8.3. Fun Lunches</b>	Melanie Styles	<ul style="list-style-type: none"> <li>• Dates for this year's fun lunches are: <ul style="list-style-type: none"> <li>○ <b>Friday, November 15th;</b></li> <li>○ <b>Friday, December 13th;</b></li> <li>○ <b>Friday, February 21st;</b></li> <li>○ <b>Friday, May 2nd; and,</b></li> <li>○ <b>Friday, May 30th</b></li> </ul> </li> <li>• November's fun lunch will be pizza from Sarpinos.</li> <li>• December's fun lunch will be pizza from Booster Juice.</li> </ul>
<b>8.4 Welcome Back BBQ &amp; Meet the Teacher Night</b>	All	<ul style="list-style-type: none"> <li>• Scheduled for <b>Thursday, September 12th from 5-6:30pm.</b></li> <li>• PAC will be serving hot dogs, chips, and juice.</li> <li>• Teachers will be in their classroom from 5-6pm.</li> <li>• Set up will begin at 3:45pm.</li> <li>• Andrew will be bringing his BBQ to cook the hot dogs.</li> <li>• The grade 5's will help with set up.</li> <li>• Discussion around if anyone is available to help serve and/ or clean up.</li> </ul>
<b>8.5 Community Value Books</b>	Melanie Styles	<ul style="list-style-type: none"> <li>• Fundraiser will run from <b>October 1st to 11th.</b></li> <li>• The coupon books will be delivered on Tuesday, September 24th to the office.</li> <li>• Stuffing of the bags will happen on Friday, September 27th.</li> <li>• Books will be given to students on Tuesday, October 1st.</li> <li>• Melanie discussed the need for more volunteers to help before and after the fundraiser.</li> </ul>
<b>8.6 Art Cards</b>	Danielle	<ul style="list-style-type: none"> <li>• Danielle will work with Scott to retrieve class lists, work</li> </ul>

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	Grbavac	on a timeline that will work for both staff and Art Cards, and order new supplies.
<b>8.7 Monster Ball</b>	Chantelle Bowden/ Nadia Hobbs Garmen	<ul style="list-style-type: none"> <li>Scheduled for <b>Wednesday, October 23rd.</b></li> <li>Spider guess will take place from <b>Wednesday, October 16th to October 23rd.</b></li> <li>Scott will be sending out more information around costumes and other guidelines closer to the event.</li> <li>A Signup Genius will be circulated in October as part of the weekly update from Scott.</li> <li>Melanie to order pizza from Sarpinos.</li> <li>There is a need to source donations from local businesses for prizes.</li> <li>Other details such as timing, concession pricing, set up, decorations and advertising materials will be the same as last year.</li> <li>Final planning details will be discussed at the October meeting.</li> </ul>
<b>8.8 Book Fair</b>	Chantelle Bowden/ Astrid Loucks	<ul style="list-style-type: none"> <li>Scholastic Book Fair was scheduled for <b>November 4-8th</b> but may have been cancelled. Chantelle to follow up with Scholastic and reconfirm dates.</li> <li>Additional details to be discussed at the October meeting.</li> <li>Russell's Books book fair will be scheduled in the spring.</li> </ul>
<b>8.9 Purdy's Chocolate Fundraiser</b>	Melanie Styles	<ul style="list-style-type: none"> <li>Fundraiser scheduled for <b>November 18-29th.</b></li> <li>Chocolate to be delivered by Friday, December 6th.</li> <li>Melanie discussed that more volunteers will be needed to help sort chocolate and fill the orders.</li> </ul>
<b>8.10 Wild &amp; Free Organics Fundraiser</b>	Chantelle Bowden	<ul style="list-style-type: none"> <li>Postponed until the spring for Mother's Day.</li> </ul>
<b>8.11 Movie Night</b>	Raven Yager	<ul style="list-style-type: none"> <li>December 6th - movie night for K-grade 2</li> <li>March 7th - movie night for grades 3-5</li> <li>Melanie to contact Raven.</li> <li>Additional details will be provided at November's meeting.</li> </ul>
<b>8.12 Toy Drive</b>	Chantelle Bowden	<ul style="list-style-type: none"> <li>Scheduled for <b>Thursday, December 12th.</b></li> <li>It was decided to commence toy donations at the Monster Ball in October.</li> <li>Additional planning details to be discussed at the November meeting.</li> </ul>
<b>8.13 Yearbooks</b>	Chantelle Bowden/ Sam Jassal	<ul style="list-style-type: none"> <li>Discussion around the online privacy forms on the parent connect portal and Scott mentioned there are no issues.</li> <li>Chantelle to connect with Scott regarding communicating to teachers about taking pictures throughout the year.</li> </ul>

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**9. Old / New Business**

<b>9.1. Buddy Benches</b>	Scott Thomas	<ul style="list-style-type: none"> <li>Installation scheduled for the end of September.</li> </ul>
<b>9.2. Bike Racks</b>	Scott Thomas	<ul style="list-style-type: none"> <li>Installation scheduled for the end of September.</li> </ul>
<b>9.3 School Sign</b>	Melanie Styles	<ul style="list-style-type: none"> <li>Melanie to purchase in September.</li> </ul>
<b>9.4 Swimming Lessons</b>	Astrid Loucks / Scott Thomas	<ul style="list-style-type: none"> <li>It was decided to offer swimming lessons to the grade 2 and grade 3 students as children who are 7+ years old do not need an adult in the pool with them.</li> <li>Melanie to connect with Astrid for updated information on details such as number of lessons that can be offered, time of day, days of the week offered, and pricing.</li> <li>More details to be discussed at the October meeting.</li> </ul>
<b>9.5 Island Sexual Health Sessions/ Home Alone Program</b>	All	<ul style="list-style-type: none"> <li>Jack Buchanan volunteered to be the new lead.</li> <li>The maturation sessions are for the grade 4's and 5's and in past years has been scheduled in January/ February. The home alone program is offered to grade 4 students and typically is scheduled for May.</li> <li>Jack to connect with Island Sexual Health and Dirk Popen from First Aid Near Me to discuss availability and bring potential dates to the next meeting.</li> </ul>

**10. Next PAC Meeting**

- Meeting adjourned at 7:45pm
- Wednesday, October 16th at 6:30pm