

Strawberry Vale Elementary PAC
Meeting Minutes
Wednesday, September 10th, 2025 @ 6:30pm



1. Call to Order

- 1.1. Territorial Acknowledgement
- 1.2. Welcome / Introductions
 - Meeting called to order at 6:33 pm
 - Attendees: Sarah Winkler, Carey Nickerson, Sam Jassal, Chantelle Bowden, Andrew Balo, Melanie Styles, Danielle Grbavac, Jack Buchanan, Nadia Hobbs, Lauren Lemieux, Astrid Loucks, Garnett Humenick, Raven Yager, Alberta Schulmeister, Samantha Toms, Alex Eberle, Acacia Tooth, Mohsen Dabbeghi,
- 1.3. Approval of minutes: June 2025
 - MA: Garnett; Seconded: Chantelle
- 1.4. Approval of agenda: September 2025
 - MA: Chantelle; Seconded: Jack
 - *Agenda was amended to include Section 9.1 and to correct the date of the Monster Ball.*

2. Guest Spotlight

N/A

3. Teacher's Spotlight

N/A

4. Admin Report

Sarah Winkler / Carey Nickerson

- Our school community welcomed Sarah Winkler, SVE's new Principal.
- Sarah welcomed everybody back with a special shout out to the new parents that were in attendance.
- Over the summer, SVE was unfortunately broken into. Thankfully, no major damage was done but there was a lot of graffiti. Rick Larsen, SVE's custodian, was able to remove this graffiti in addition to deep cleaning the school to prepare for the return of students. School looks great!
- Big news from the District is that the *District Safety Plan* is finalized and posted to the District's website. A big part of this document is around the reinstated police liaisons at all the K-12 schools. For SVE in particular, we will see constables helping to slow down traffic through our school zones. The police are also in discussions with admin around providing safety talks on different topics. An example being Halloween safety.
- Currently, there are 276 students enrolled in SVE spread across 12 divisions.
- Sarah discussed the situation that occurred last week with the delay in moving students to their new classrooms.
- Cross Country to begin soon.
- The first fire drill of the school year was done last week.
- The HVAC system and the school's security system were both upgraded over the summer.
- A question was asked around the results of the school trustee meeting that occurred earlier this week. The next municipal election is slated for October 2026. Until then, there are no trustees on the school board at this time.

5. Executive Update

Sam Jassal / Chantelle Bowden

- Discussion around moving the PAC meetings to Mondays. This was agreeable to the group; however, there could be conflicts with the monthly District board meetings that Sarah is required to attend. Sarah to send Sam the Board meeting dates.
- The next PAC meeting will remain the same (October 8th) and new dates for the remainder of the school year will be determined at the October meeting.

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 \$21,756 between the PAC's three accounts.

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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 2024/2025 on each event and a new projected cost for each event for 2025/2026 was given. Attention was given to the three new community projects added to the budget including new school jerseys, earthquake bins, and outdoor education initiatives. If the budget is approved as is, there will be a deficit of approximately \$6500. 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.

7. Funding Requests

7.1. Discuss if there are any further requests regarding the completion of work at the pond in addition to the \$800 that was approved at the June PAC meeting for printing of signs, purchase of plexiglass, and install of a new pole.

- Admin to get quotes for the above work and report back at the next meeting.

7.2 Discuss the items brought forward by Scott Thomas at the June PAC meeting:

- Outdoor education initiatives (~\$500-\$1000); **This item was added to the proposed budget.**
- Earthquake bins; **This item was added to the proposed budget.**
- School jerseys; and, **This item was added to the proposed budget.**
- playground replacement/ revitalization (long term fundraising required) **Not discussed.**

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

8.1. FaceBook	Jasmine Jassal	<ul style="list-style-type: none">• For the new attendees, an overview of what our FB page is used for and what kinds of things are posted was given. Sam did mention that it could use a refresh by someone who has social media experience and is able to make updates on a more regular basis.• 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>).
8.2. Parent Education	Lauren Lemieux	<ul style="list-style-type: none">• For the benefit of the new families, Lauren gave an overview of what these PE opportunities look like and how we try to cost share with other elementaries.• Lauren circulated a list of PE opportunities that SVE participated in during the last school year.• As it is still early in the year, no opportunities have been solidified yet. Lauren to give more updates at the next meeting.• There may be opportunities to partner with the SV preschool as they host PE opportunities as part of their CO-OP program.• Lauren asked that if anyone has interest in a certain topic to email the PAC (pacsve@gmail.com)
8.3. Fun Lunches	Melanie Styles	<ul style="list-style-type: none">• The fun lunch dates for the 2025/2026 school year will be:<ul style="list-style-type: none">○ Friday, October 17th;○ Friday, November 14th;○ Friday, December 20th;○ Friday, February 20th;○ Friday, May 1st; and,

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		<ul style="list-style-type: none"> ○ Friday, May 29th. • The group decided to only add October to the list of fun lunch dates. September, January, and April will not be included as timing is too tight and also a lot of other fundraisers are happening during those times. • Melanie to look into other vendors for our fun lunches including Dominos, This Week's Lunch, The Hot Dog food truck, The White Spot, and Machi Sushi • Discussion around families sponsoring a fun lunch for those who are not financially able to participate.
8.4 Welcome Back BBQ & Meet the Teacher Night	All	<ul style="list-style-type: none"> • Scheduled for Thursday, September 11th from 5-6:30pm. • PAC will be serving hot dogs, chips, and juice. • Teachers will be in their classroom from 5-6pm. • Set up will begin at 4pm and cooking will begin at 4:30pm. • Garnett will be bringing her BBQ. • The grade 5's will help with set up. • Discussion around if anyone is available to help serve and/ or clean up. • A big thank you to Country Grocer for donating \$200 towards food and condiments.
8.5 Community Value Books	Melanie Styles	<ul style="list-style-type: none"> • Melanie gave an overview of this fundraiser for the benefit of the new families. • The fundraiser will run from October 6th-17th. • The coupon books will be delivered to the school between September 15th and 18th. • Preparing the bags will happen on Thursday, October 2nd at 11am in the Out of School Care classroom by Melanie, Chantelle, Astrid, and Acacia. • Books will be given to students on Monday, October 6th. • Melanie discussed the need for someone to shadow her as this is her last year at SVE.
8.6 The Card Project	Danielle Grbavac	<ul style="list-style-type: none"> • Danielle gave an overview of this project for the benefit of the new families. • It was decided to change companies and go with The Card Project as they have more inclusive options that celebrate more than denominational holidays. • Once supplies are delivered, teachers will have until the end of October to have the art work submitted. • Danielle will work with Sarah to retrieve class lists and figure out timing for supplies to be delivered.
8.7 Monster Ball	Chantelle Bowden/ Nadia Hobbs/ Melanie Styles	<ul style="list-style-type: none"> • Scheduled for Wednesday, October 22nd. • Spider guess will take place from Wednesday, October 15th to October 22nd. • Sarah will be sending out more information around costumes and other guidelines closer to the event. • A Signup Genius will be circulated in October as part of the weekly update from Sarah. • Chantelle will set up a Balloon Arch for families to take pictures. It will be taken down after the dance.

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		<ul style="list-style-type: none"> • Melanie to order pizza from Pizzaz Pizza. • There is a need to source donations from local businesses for prizes. • Other details such as timing, concession pricing, set up, decorations and advertising materials will be the same as last year. • Final planning details will be discussed at the October meeting.
8.8 Book Fair	Chantelle Bowden	<ul style="list-style-type: none"> • Chantelle gave an overview of the two book fairs that SVE participates in every year. Scholastic is in the fall and Russell's Books in the spring. • There was discussion around more volunteers needed for the Russell's book fair due to the amount of work it takes to sort all the books as they are not presorted. • Scholastic Book Fair scheduled for November 12th-14th. • Additional details to be discussed at the October meeting. • Lauren volunteered to shadow Chantelle as this is Chantelle's last year at SVE.
8.9 Purdy's Chocolate Fundraiser	Melanie Styles	<ul style="list-style-type: none"> • Melnaie provided an overview of this fundraiser for the benefit of the new families. She also discussed the need for someone to volunteer to take this over for next year as this is her last year at SVE. • Fundraiser scheduled for November 3rd-22nd. • Orders to be delivered to the school by Friday, December 5th.
8.10 Wild & Free Organics Fundraiser	Chantelle Bowden	<ul style="list-style-type: none"> • Chantelle gave an overview of her company Wild & Free Organics including products she makes. • It was decided to run this fundraiser in time for Mother's Day. • A catalogue will be sent home with students on Wednesday, April 1st. Order deadline will be Friday, April 17th. • Dates to be confirmed in the new year.
8.11 Movie Nights	Raven Yager	<ul style="list-style-type: none"> • Raven gave an overview of movie nights for the benefit of the new families. She also discussed the need for someone to volunteer to shadow her as this is her last year at SVE. • Friday, November 28th - movie night for K-grade 2 • Friday, March 6th - movie night for grades 3-5 • Discussion around only doing one movie night as attendance over the last couple of years has been down. There are some challenges with only having one including timing, nature of the movie, length of the movie, and gym capacity.. • Discussion around families being able to pre-order their pizza. This would cut down on having large amounts left over. • Additional details will be provided at November's meeting.

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8.12 Toy Drive	Chantelle Bowden	<ul style="list-style-type: none">Chantelle gave an overview of this event for the benefit of the new families. She also discussed the need for someone to shadow her as this is her last year at SVE.Scheduled for Thursday, December 11th.It was decided to commence toy donations at the Monster Ball in October.Additional planning details to be discussed at the November meeting.
8.13 Yearbooks	Chantelle Bowden/ Sam Jassal	<ul style="list-style-type: none">Chantelle to connect with Sarah regarding communicating to teachers about taking pictures throughout the year and where to upload them.
8.14 Island Sexual Health Sessions/ Home Alone Program	Jack Buchanan	<ul style="list-style-type: none">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.<u>Island Sexual Health</u> - due to funding issues, they are not taking any bookings at this time. Jack to report any updates to this at the next meeting.<u>Home Alone Program</u>: Dirk Poppen from First Aid Near Me has already reached out to Jack and is keen to book for the new year. Cost and course layout will be similar to last year. Jack to connect with Dirk to discuss availability and bring potential dates to the next meeting.
8.15 Walk-A-Thon	All	<ul style="list-style-type: none">An overview of the walk-a-thon was given for the benefit of the new families.Scheduled for Friday, April 24th.Additional details to be discussed in the new year.

9. Old / New Business

9.1 Chess Club	Garnett Humenick	<ul style="list-style-type: none">Mrs. Murray has started a chess club which will run once per week over lunch.There is a need for about 20 more chess boards.
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10. Next PAC Meeting

- Meeting adjourned at 8:43pm
- Wednesday, October 8th at 6:30pm