

Strawberry Vale Elementary PAC
Meeting Minutes
Monday, November 10th, 2025 @ 6:30pm



1. Call to Order

- 1.1. Territorial Acknowledgement
- 1.2. Welcome / Introductions
 - Meeting called to order at 6:31 pm
 - Attendees: Sarah Winkler, Sam Jassal, Andrew Balo, Melanie Styles, Danielle Grbavac, Jack Buchanan, Alberta Schulmeister, Alex Eberle, Meaghan Wilson
- 1.3. Approval of minutes: October 2025
 - MA: Andrew; Seconded: Alberta
- 1.4. Approval of agenda: November 2025
 - MA: Danielle; Seconded: Alberta
 - *Agenda was amended to include Teacher's Spotlight (Section 3) and the next PAC meeting to Wednesday, January 7th.*

2. Guest Spotlight

N/A

3. Teacher's Spotlight

Kiersten Brookes

- The Ministry of Education is interested in implementing outdoor education into the curriculum. Kiersten has put together a booklet that hopefully will be circulated to other elementary schools.
- Pond Update: Three signs have been installed. The remaining signs will need to wait until the pond drains as the holes have been filled with water and debris. Due to the amount of rain that fell, the District's ground crews are not able to access the pond with equipment. As a result, scraping of debris will have to wait until the spring/summer. However, during outdoor education classes, the students are pulling what they can and using that as resource.
- Three questions for the PAC: 1) Is having an outdoor education program of value? 2) What are the financial goals of the PAC over the next few years? 3) In the new year, would it be possible to advertise for parent volunteers to help with garden maintenance?

4. Admin Report

Sarah Winkler / Carey Nickerson

- Exciting news for Carey! She has accepted a temporary position as Principal at Margaret Jenkins elementary starting in January. Sarah is currently looking to staff who would like to act as Vice Principal from January to June.
- Both X-country and soccer had their final wrap ups and both were successful.
- Monster Ball was very well attended and feedback from Sarah and new families was very positive.
- Students had a Halloween safety talk with a member of the Saanich Police Dept.
- The Remembrance Day Assembly was lovely and meaningful.
- Foundation Skills Assessment (FSAs) for grade 4's have been completed. They are now sent to the District for marking. FSAs will be sent home with students in the new year. FSAs are not included in the student's report card.
- Friday, November 14th is photo retake day.
- Construction for the childcare studio is beginning with the installation of mandatory fencing to protect the trees.
- Discussion on the antenna installation on Blueridge road as per the note that went to families about the public consultation happening on Monday, November 17th.

5. Executive Update

Sam Jassal / Chantelle Bowden

- The dates for the PAC meetings moving forward will be as follows:
 - Wednesday, January 7th;
 - Monday, February 8th;
 - Monday, April 13th;
 - Monday, May 11th; and,
 - Monday, June 8th

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6. Treasurer's Report

Andrew Balo

6.1. Financial Overview Update

- As of October 31st, there is \$31,589.56 between the PAC's three accounts.
- Expenses that have been paid include amount owing to OneFundraising for the coupon books, and the Island Sexual Health invoice from earlier this year. These expenses have not yet been reflected in our accounts total.
- ArtStart is not operating this year. As such, the budget allocated to this line item will be used for another school-wide activity.

6.2 Fundraiser revenue update: October fun lunch, Community Value Coupon Books, Monster Ball

- Subway fun lunch: profit of \$270;
- Community Value Coupon Books: profit of \$3625; and,
- Monster Ball: profit of \$~1700

6.3 Update on Gaming Grant for the 2025/2026 year

- A financial summary to the Gaming Grant committee has been submitted.

7. Funding Requests

7.1. Further discuss if the PAC can purchase school supplies in bulk for distribution to classes.

- The group discussed the email sent to the PAC from a parent outlining their idea regarding bulk purchasing of school supplies. The idea was to have families pay the PAC a set amount for purchase of supplies that are then distributed to classes.
- It was decided that it would be simpler to connect with either Staples or Monk Office in the spring with the 2026/2027 school supply list for each grade. Staples and Monks would then put packages together for each grade and deliver them to the school.
- Meaghan Wilson will be the lead for this item and will be added to the April agenda.

7.2 Earthquake Kits

- The food and water in our earthquake kits have expired.
- \$638 from the District is available to SVE to use to update items in our earthquake kits. The cost to replace the water is \$650. It was decided to use the \$638 from the District to replace the water first with the PAC paying the remainder.
- It will cost the PAC \$200/ year to replace the food on a rotational basis.
- Discussion around family-made comfort kits and why they will not be used moving forward.

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

8.1. FaceBook	Jasmine Jassal	<ul style="list-style-type: none">• 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>).• Given that SVE's page is rarely used, the group decided to take this item off agendas moving forward.
8.2. Parent Education	Lauren Lemieux	<ul style="list-style-type: none">• Allison Rees is agreeable to putting a presentation together around toxic friendships. Lauren has asked that the group make a final decision about whether to go ahead. Unanimous yes by the group.• Melanie to connect with Lauren to have this presentation booked in the new year and to advertise to other schools for potential cost-sharing.
8.3. Fun Lunches	Melanie Styles	<ul style="list-style-type: none">• Fun lunch happening on Friday, November 14th. There will be hot dogs from The Hot Dog Guys and tater tots from Taco Time.• The next fun lunch to happen on Friday, December

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		12th and will be pizza from Dominos.
8.4 Community Value Books	Melanie Styles	<ul style="list-style-type: none"> Very successful fundraiser this year with the PAC's profit increasing by \$~500. There were some logistical issues with paying online in terms of report generation and forms being handed in late. Alex Eberle has expressed interest in being the new lead next year and will confirm this at the January meeting. Melanie to connect Alex (potentially) and Benny (Coupon Book lead) in January for official hand over.
8.5 Art Cards	Danielle Grbavac	<ul style="list-style-type: none"> Sample art work has been sent home with students. Families have until Monday, November 17th to order art work. As of the meeting, 35 orders have been made. The next step will be to have the art work organised by division and delivered to classes. However, there was discussion around having families come to the office to pick up. The goal for next year is to use The Card Project. This item will be discussed at the May meeting to ensure SVE can secure a spot with The Card Project.
8.6 Monster Ball	All	<ul style="list-style-type: none"> The preferred dates for next year's Monster Ball are: <ul style="list-style-type: none"> Wednesday, October 28th; or, Thursday, October 29th. If the above dates are not available, the PACs third choice is Wednesday, October 21st. Andrew to connect with the DJ to secure next year's spot.
8.7 Book Fair	Chantelle Bowden/ Lauren Lemieux	<ul style="list-style-type: none"> Book fair set up and ready to go. It will be open at lunch and until 3:30 on Wednesday, Thursday, and Friday. Each class will have a chance to tour the book fair during school hours. Discussion around having one night where it is open later, i.e., 5:30 or 6pm to accommodate after school care families and those who can't make it right after school. This will be discussed in the new year in preparation for the spring book fair with Russell's.
8.8 Purdy's Chocolate Fundraiser	Melanie Styles	<ul style="list-style-type: none"> The fundraiser has been live for one week with half a dozen orders submitted. Orders to be delivered to the school by Friday, December 5th. No further updates.
8.9 Toy Drive	Chantelle Bowden	<ul style="list-style-type: none"> Scheduled for Thursday, December 11th. The need for toy donations will be advertised in the weekly email starting this Friday, November 14th. Melanie to connect with Chantelle regarding where toys should be dropped off.
8.10 Movie Night	Raven Yager	<ul style="list-style-type: none"> Planning is well underway.

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		<ul style="list-style-type: none"> Advertising for this event started in last week's weekly email. Moana 2 has been ordered. Prizes have been purchased. Pizza will be ordered from Domino's week of November 24th. The final number of pizzas are still being discussed. No kernel guess this year. Sarah and Carey are able to set up the movie and audio system in Matthew Martin's absence. Discussion around the lack of volunteers in years past and how this will be the biggest hurdle. Melanie to make a note in the weekly email that if we don't have volunteers, we may need to cancel this event. It was also discussed to put the call out to the grade 3-5 families to volunteer as the K-grade 2 parents need to be present with their kids given they are younger.
8.11 Island Sexual Health Sessions/ Home Alone Program	Jack Buchanan	<ul style="list-style-type: none"> <u>Island Sexual Health</u>: No update since last meeting. Sarah sent the PAC a link to the Public Health Nutrition website. This may be an option to replace the maturation sessions until ISH is open again. Jack reached out to inquire about what they could offer. <u>Home Alone Program</u>: Scheduled for Monday, May 4th and Tuesday, May 5th.
8.12 VCPAC	Melanie Styles	<ul style="list-style-type: none"> October's meeting focused on the need to update the constitution, bylaws, and policies of the VCPAC. Lengthy discussion around parent engagement at all education levels (K-12) and ideas on how PACs can foster greater attendance, volunteering, and retention. One idea that SVE may want to consider for the Welcome to Kindergarten orientation is putting together a welcome package that includes all PAC events and fundraisers, a description of what the PAC does, a description of roles and time commitments, and some SVE swag. Other schools have seen the benefit of doing this as new families feel engaged and included even before their child starts attending.
8.13 Musical	All	<ul style="list-style-type: none"> No updates until the new year.

9. Old / New Business

9.1 Road Safety Initiative	Meaghan Wilson	<ul style="list-style-type: none"> Meaghan shared with the group her correspondence with Saanich regarding improvements to the Wilkinson and Santa Rose intersection by the Discovery school. Currently, there is limited visibility, faded road lines, and no flashing lights warning drivers that this intersection is a school zone. Meaghan has written a letter outlining the need for improvements to this intersection to keep children safe who use that crosswalk to access the Discovery School and SVE. In
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		<p>order for Saanich to put this request into their queue, 5 more letters of support or additional signatures are required by November 15th.</p> <ul style="list-style-type: none">• Meaghan to circulate her letter to the PAC and to Sarah for circulation to individual PAC members and the staff who may want to show their support.
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10. Next PAC Meeting

- Wednesday, January 7th at 6:30pm