

**Strawberry Vale Elementary PAC**  
**Meeting Minutes**  
**Monday, January 7th, 2026 @ 6:30pm**



**1. Call to Order**

- 1.1. Territorial Acknowledgement
- 1.2. Welcome / Introductions
  - Meeting called to order at 6:32 pm
  - Attendees: Sarah Winkler, Matthew Martin, Sam Jassal, Chantelle Bowden, Andrew Balo, Melanie Styles, Danielle Grbavac, Jack Buchanan, Alex Eberle, Raven Yager, Astrid Loucks
- 1.3. Approval of minutes: November 2025
  - MA: Chantelle; Seconded: Raven
- 1.4. Approval of agenda: January 2026
  - MA: Chantelle; Seconded: Raven
  - *Agenda was amended to include Matthew Martin as part of the admin team (Section 4), to correct dates for the home alone program (Section 8.7) and to update the next PAC meeting to Monday, February 9th.*

**2. Guest Spotlight**

**N/A**

**3. Teacher's Spotlight**

**N/A**

**4. Admin Report**

**Sarah Winkler / Matthew Martin**

- Sarah gave a warm welcome to Mr. Matthew Martin, who was appointed the new acting Vice Principal.
- New sports/ clubs that will be introduced this term include:
  - Pickleball for the grade 5's;
  - Lahal club for grades 3-5; and
  - Basketball for grades 4 and 5.
- Sarah gave an update on the intersection improvements at the Santa Rosa Avenue / Wilkinson Road intersection near the Discovery school. The District liaised with Saanich on this issue and moving forward, the Safe Walking Plan will be updated to include awareness around this intersection. In addition, there will be a road safety talk given to the students at the end of February to also raise awareness around crosswalk safety.
- Sarah discussed the new Literacy Screening program that is now a BC government mandated program. This program will focus on implementing strategies to help all students learn to read. This year, the program will focus on kindergarten students. Next year, the program will be expanded to the other grades.
- Parents of grade 4 and 7 students will be receiving the Student Learning Survey in the coming weeks. This is also a Government mandated survey where parents can offer input into what their child(ren) are learning at the grade 4 and 7 level.
- Next week, SVE will be conducting their Lockdown Drill with the Saanich Police Department. An email with more detail around this will be coming soon.
- January 26-30th - kindergarten registration
- Parents of grade 5 students received their school transition letter indicating the middle school they are attending according to address.
- February 9-12th: transfer applications accepted for families wishing to attend schools outside their catchment.
- February 14th: information session on late french immersion.
- February 19th: Student-led conferences happening which is part of the informal reporting process. Sarah asked the PAC for feedback around the value of having student-led conferences from a parental perspective. The staff will also be given the opportunity to offer feedback at their staff meeting next week.

**5. Executive Update**

**Sam Jassal / Chantelle Bowden**

- None at this time.

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**6. Treasurer's Report**

**Andrew Balo**

**6.1. Financial Overview Update**

- Expenses that have been paid include fish ornaments for the decorative fish project, chess boards for the chess club, the November skating fieldtrips, and buses used for the soccer jamboree.
- \$211 in profit from SVE's Co-op number being used.

**6.2 Fundraiser revenue update: November & December fun lunches, Movie Night, Art Cards, & Purdy's**

- The Hot Dog Guys & Taco Time November fun lunch: profit of \$7.54;
- Domino's pizza December fun lunch: profit of \$957;
- Movie night: profit of \$207;
- Art Cards: Refer to *Section 8.3* for details;
- Purdy's: Refer to *Section 8.5* for details.

**7. Funding Requests**

- None at the time.

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

<b>8.1. Parent Education</b>	Lauren Lemieux	<ul style="list-style-type: none"> <li>• The PAC decided on <b>Tuesday, March 10th at 7pm</b> in the SVE music room to have Allison Rees present on toxic friendships.</li> <li>• Questions around whether Allison conducts workshops on toxic friendships for students. The idea being this would be beneficial for students who are transitioning to middle school.</li> <li>• Lauren to connect with Allison on the above and to reach out to other elementaries and the SVE preschool for cost-sharing opportunities.</li> </ul>
<b>8.2. Fun Lunches</b>	Melanie Styles	<ul style="list-style-type: none"> <li>• The next fun lunch is scheduled for <b>Friday, February 20th</b>. We will be having Taco Time.</li> <li>• Melanie gave feedback regarding using Domino's pizza for fun lunches. Pizza slice sizes were not consistent, boxes were not labelled, and pizza had to be delivered in two trips. Given these issues, it was decided to not use Domino's for future fun lunches.</li> </ul>
<b>8.3 Art Cards</b>	Danielle Grbavac	<ul style="list-style-type: none"> <li>• Profit of \$1310.74.</li> <li>• The organisation of the students' art work was smooth with only a handful of issues that were able to be resolved.</li> <li>• Timeline to prepare for next year include: <ul style="list-style-type: none"> <li>○ <b>March</b> - Danielle to reach out to The Card Project to get SVE on the list;</li> <li>○ <b>May</b> - PAC to make final decision on using The Card Project for next year; and,</li> <li>○ <b>September</b> - discuss timelines for art work submission.</li> </ul> </li> <li>• Discussion around who decides what the theme is for the art work.</li> </ul>
<b>8.4 Russell's Book Fair</b>	Chantelle Bowden/ Lauren Lemieux	<ul style="list-style-type: none"> <li>• Tentatively scheduled for <b>Thursday, February 19th</b> to coincide with the student-led conferences. This will give all parents a chance to visit the book fair.</li> </ul>

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		<ul style="list-style-type: none"> <li>Chantelle noted that this book fair will require more volunteers as the books don't come organized by category.</li> </ul>
<b>8.5 Purdy's Chocolate Fundraiser</b>	Melanie Styles	<ul style="list-style-type: none"> <li>Exact profit was not able to be given due to Purdy's website being down for maintenance. SVE should be receiving the cheque from Purdy's by the end of January.</li> <li>Orders were down from previous years so the profit will be lower.</li> <li>Discussion around running this fundraiser every other year.</li> <li>Those that visited the website noticed that the selection of items offered online decreased. Costs were also higher. This could be why ordering was down this year.</li> <li>Item closed until September to determine if its worth continuing for the next school year.</li> </ul>
<b>8.6 Movie Night</b>	Raven Yager	<ul style="list-style-type: none"> <li>The grade 3-5 movie night is scheduled for <b>Friday, March 6th.</b></li> <li>Movie suggestions include Zootopia, Minecraft, Bad Guys, and Smurfs.</li> <li>There will be a kernel count the week of March 2nd.</li> <li>Domino's will be used for the pizza.</li> <li>There are a few prizes left over from the K-grade 2 movie night. Raven to let Melanie know if more prizes will be needed closer to the time.</li> <li>Raven also brought up her stepping back as organizer for this event and having someone new take over to ensure a smooth transition for next year. A larger discussion around a separate email going out to families regarding the need for new leads for our fundraisers and the PAC executive positions of Vice President and Secretary.</li> </ul>
<b>8.7 Island Sexual Health Sessions/ Home Alone Program</b>	Jack Buchanan	<ul style="list-style-type: none"> <li><u>Island Sexual Health</u>: No updates regarding funding. According to their website, they are not offering sessions until further notice. Since this is a curriculum requirement, teachers will be facilitating this unit.</li> <li><u>Home Alone Program</u>: Scheduled for <b>Wednesday, February 4th and Thursday, February 5th.</b></li> </ul>
<b>8.8 VCPAC</b>	Melanie Styles	<ul style="list-style-type: none"> <li>Melanie did not attend December's meeting.</li> <li>She will be attending the January 15th meeting and will provide an update at the February meeting.</li> </ul>
<b>8.9 Musical</b>	Matthew Martin	<ul style="list-style-type: none"> <li>A discussion with staff will be happening at next week's staff meeting. The staff need to be on board given that rehearsals are a big commitment and can interfere with daily lesson planning. Teachers also need to be available in the evening of the musical to supervise.</li> <li>If there is to be a musical, it may be a smaller scale, concert-style version with only one cast.</li> <li>Another issue is licensing musicals from the U.S. has increased to approximately \$1300.</li> </ul>

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		<ul style="list-style-type: none"> <li>There are also lots of logistics to consider including set building, and volunteers needed for costumes, make-up, etc.</li> <li>Given that it is already mid-January, the musical would be held the last week of May instead of April. That also poses some issues in terms of not overlapping with dance recitals, middle school performances, and spring sports commitments.</li> <li>Matthew to give an update at next month's meeting.</li> </ul>
<b>8.10 Wild &amp; Free Organics</b>	Chantelle Bowden	<ul style="list-style-type: none"> <li>It was agreed to hold this fundraiser in May for Mother's Day.</li> <li><u>Timelines include:</u> <ul style="list-style-type: none"> <li><b>Wednesday, April 1st:</b> Catalogues go home with students;</li> <li><b>Friday, April 17th:</b> Order deadline; and,</li> <li><b>Week of May 4th:</b> Orders to be picked up.</li> </ul> </li> </ul>
<b>8.11 Walk-A-Thon</b>	All	<ul style="list-style-type: none"> <li>Scheduled for <b>Friday, April 24th.</b></li> <li>Pledge forms to be sent home with students on March 30th.</li> <li>Discussion around having T-shirts for all the students.</li> <li>Chantelle volunteered to look into T-shirt costs and raffle prizes such as a bike or scooter.</li> </ul>
<b>8.12 Yearbooks</b>	Chantelle Bowden/ Sam Jassal	<ul style="list-style-type: none"> <li>All pictures will need to be submitted by the end of April.</li> <li>Chantelle to bring in a copy of the 2024 yearbook for Sarah to see.</li> </ul>

**9. Old / New Business**

<b>9.1 Photo Companies</b>	Sarah Winkler	<ul style="list-style-type: none"> <li>SVE is currently using Edge.</li> <li>Life Touch is trying to get back into the Victoria market.</li> <li>Two companies from Vancouver are also trying to get into the market on the island.</li> <li>A lengthy discussion was had around packages offered, pricing, quality, the ability to change photo backgrounds, and offering digital.</li> <li>Sarah to get details from the Vancouver-based companies around costs and report at the next meeting.</li> </ul>
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**10. Next PAC Meeting**

- Meeting adjourned at 7:56pm.
- Monday, February 9th at 6:30pm