

Lavington Elementary PAC Meeting Minutes
Held November 6, 2023 in the Lavington Elementary Library

ATTENDEES:
 Julie Kentel (Past President)
 Angela Barnes (President)
 Jennifer Brandle-McCall (Vice President)
 Sabrina Hamilton (Treasurer)
 Genevieve Dunbar (Director)
 Crystal Sage (Co-Inclusion Rep)
 Kylie Walman (Director/Co-Inclusion Rep)
 Brandi Rusk (Secretary)
 Karen Lariviere

REGRETS:
 Nicky Dunlop (DPAC Rep)
 Caleeda Otter (Director)

GUESTS:
 Mike Sutch (Principal)
 Kaitlyn Tuomi (Teacher)
 Kelli Sullivan (School Trustee)

BABYSITTERS (6:32-8:16):
 Eva Kentel
 Lauren Anderson

Meeting called to order at 6:32pm.

REVIEW AND APPROVAL OF AGENDA	
The agenda was approved with no changes. Requested additions to agenda: <ul style="list-style-type: none"> Christmas Fair Purchases Grade 7 class and PAC 	MOVED Julie Kentel Sabrina Hamilton CARRIED
REVIEW AND APPROVAL OF MINUTES	
Minutes from the meetings held October 4, 2023 were approved as circulated.	MOVED Julie Kentel Crystal Sage CARRIED

GUESTS	
<p>School Trustee Report – Kelli Sullivan</p> <ul style="list-style-type: none"> Last meeting was October 25, 2023 Fulton students presented regarding partnership with Ducks Unlimited Enrollment over 9,000 students which is up, 28 new educators Reminder about winter break December 22-January 8 Presentation about middle grade age children – around engaging students to better support success (grade 6-9) Mentorship program for teachers to support each other – three year program (24 mentee, 22 mentors) Upgrades to lights, Bloom roof, busses charging stations, painting at Seaton Updated trustee Code of Ethics – taking new commitment Renovation project to the policies – to be addressed in a committee, first November 15 regarding facilities and transportation Quarterly financial review occurred, average class sizes and new support roles and vacant positions Question: enquiry regarding sick leave policy and increase in costs – collective agreement item Question: option regarding school infrastructure – long term plan most structures considered old or very old. Each year have to apply to the government for capital projects. 	
<p>Teacher Report – Kaitlyn Tuomi</p> <ul style="list-style-type: none"> P. Sophonow requesting a new carpet for her classroom – cost \$649 (image below) ACTION: To follow up with Mrs. Sophonow regarding the carpet and deferring to December No other business 	TABLED TO DECEMBER



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Principal's Report – Mike Sutch <ul style="list-style-type: none"> • Buddy Benches <ul style="list-style-type: none"> ○ Quote for two \$4800 total – ready to be approved ○ ACTION: Mike to formally submit approval • Athletics Association Bill <ul style="list-style-type: none"> ○ \$318 – budgeted in PAC each year ○ Used for equipment, referees • School T-Shirts <ul style="list-style-type: none"> ○ Ordered all in the first round ○ 22 shirts for kindergarten students at \$15 each • Feeding Future <ul style="list-style-type: none"> ○ Request to share the budget that allocated to Lavington ○ Approx \$4200 ○ Total budget for program, also includes staff cost, equipment • K. Tuomi left the meeting • K. Sullivan left the meeting 	
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Reports

Treasurer – Sabrina Hamilton <ul style="list-style-type: none"> • Reviewed account balances • Requested a new category called School Spirit for costs such as décor, spirit wear, baking etc • ACTION: Nicky is reaching out about BCCPAC membership renewal • Discussion regarding a new financial account for the grade 7 fundraising <ul style="list-style-type: none"> ○ Mike recommended against doing account on grade 7 behalf ○ ACTION: Review constitution that would hinder an account from PAC – Jennifer ○ ACTION: Review is possible from the school perspective - Mike 	
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Hot Lunch – Jennifer Brande-McCall <ul style="list-style-type: none"> • Report attached • Going well so far this school year • Discussion regarding the role of the new Meals Coordinator, Dawn Guenette. <ul style="list-style-type: none"> ○ Role and duties continues to evolve with the position ○ Jennifer will be setting up time to connect with her and discover more about position and how 	
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DPAC – Nicky Dunlop <ul style="list-style-type: none"> • Report attached 	
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OLD BUSINESS

Gaga Pit – Nicky Dunlop <ul style="list-style-type: none"> • Will work with Mike on this 	
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Fundraisers

Christmas Market – Crystal Sage <ul style="list-style-type: none"> • Still looking for volunteers for Friday and Saturday • Have sold 29 tables so far 	
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Mom's Pantry Fundraiser – Julie Kentel <ul style="list-style-type: none"> • Mom's Pantry update → roll out is happening now. • Ordering window closes Wednesday November 8th. Order should be here the last week of November 	
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Domino's Dough Raiser – Angela Barnes <ul style="list-style-type: none"> • We sold 43 cards deposited \$860.00. • Still have 32 cards left that. We will keep to sell at a later date. 	
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Art Card Fundraiser – Angela Barnes <ul style="list-style-type: none"> • Orders are now closed shipment should be arrives mid November. At that time, we will know what the profit was. 	
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NEW BUSINESS

Christmas Tree <ul style="list-style-type: none"> • Our Alumni Angel Lynn Sherk donated \$400 to go towards a Christmas Tree and Storage Bag. • Purchased a tree and bag for \$445.74 - have asked Lara Konkin to create 2 Ornaments one for Lynn as a thank you and one to honour her for the tree. • Requesting the Leadership Students to make a thank-you card. • Asking the Leadership Students to have the Tree Decorated by November 17th. • MOTION: To purchase two Ornaments cost will be \$75.00 for both ornaments and shipping costs (approx. \$15). 	MOTION Angela Barnes Sabrina Hamilton CARRIED
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<p>Wintery Afternoon Event</p> <ul style="list-style-type: none"> • Unfortunately will not be having a Christmas concert this year. • Wintery fun day, three activities – Ms. Stevens has requested PAC support for cookies to either buy or bake • General discussion around event and support from PAC • MOTION: That PAC give \$200 to Ms. Stevens to support event to be used as required. 	<p>MOTION Jennifer Brandle-McCall Julie Kentel CARRIED</p>
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ANNOUNCEMENTS	
Next PAC meeting will be December 4, 6:30pm in the library	

ADJOURNMENT	
The meeting adjourned @ 7:50 pm	

Commented [BR1]: Angela - I didn't catch the time the main meeting ended.