

**Lavington Elementary PAC Meeting Minutes**  
**Held April 8, 2024 in the Lavington Elementary Library**

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**ATTENDEES:**

Angela Barnes (President)  
 Julie Kentel (Past President)  
 Jennifer Brandle-McCall (Vice President)  
 Genevieve Dunbar (Director)  
 Brandi Rusk (Secretary)  
 Caleeda Otter (Director)  
 Crystal Sage (Co-Inclusion Rep)  
 Nicky Dunlop (DPAC Rep)  
 Kylie Walman (Director/Co-Inclusion Rep)  
 Karen Lariviere  
 Shannon Scales  
 Jamie Royston

**REGRETS:**

Sabrina Hamilton (Treasurer)

**GUESTS:**

Mike Sutch (Principal)  
 Ellie Jensen (Teacher)  
 James Lockwood – Kal PAC President

**BABYSITTERS**

Lauren Anderson  
 Eva Kentel

Meeting called to order at 6:42pm.

REVIEW AND APPROVAL OF AGENDA	
The agenda was reviewed with no changes. Requested additions to agenda: <ul style="list-style-type: none"> <li>• Reading Together update</li> </ul>	<b>MOVED</b> Julie Kentel Genevieve Dunbar <b>CARRIED</b>
REVIEW AND APPROVAL OF MINUTES	
Minutes from the meeting held March 4, 2024, were approved as circulated.	<b>MOVED</b> Julie Kentel Genevieve Dunbar <b>CARRIED</b>

GUESTS	
<p><b>James Lockwood – Kal High School PAC</b></p> <ul style="list-style-type: none"> <li>• Here to invite parents to the Kal PAC to parents that have students heading into grade 8 next year</li> <li>• Have about 7 meetings per year, third Tuesday of the month at 6:15pm</li> <li>• No fundraising – purpose for Kal PAC to advocate for students and help teachers help coordinate events</li> <li>• Encourage all parents to participate in PAC and need more participation</li> <li>• Host guest speakers for learning for caregivers on topics such as online bullying</li> <li>• Will provide PAC with a list of other events been involved in</li> </ul> <p><i>James Lockwood left the meeting</i></p>	
<p><b>Ellie Jensen – Teacher Report</b></p> <ul style="list-style-type: none"> <li>• Annie was a success and sincere appreciation to everyone that helped</li> <li>• Book fair at the end of the month</li> <li>• PADS dog Texas is moving on and school is working on getting another dog</li> <li>• Battle of the Books is optional for school, planning something else</li> </ul> <p><i>Ellie Jensen left the meeting</i></p>	

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<p><b>Principal's Report – Mike Sutch</b></p> <ul style="list-style-type: none"> <li>• Kitchen Stove <ul style="list-style-type: none"> <li>○ Learned that the process has changed for procuring a stove</li> <li>○ Stove sizes available will not fit within the space (have 36 or 48 inch stove, our space is 42 inches)– may need kitchen reno to accommodate</li> <li>○ PAC needs to provide stove top desire (glass top, ceramic etc)</li> </ul> </li> <li>• Gaga Pit <ul style="list-style-type: none"> <li>○ Moving ahead with the gaga pit</li> <li>○ Looking at installing beside asphalt</li> <li>○ Will be accessible</li> </ul> </li> <li>• Buddy Bench <ul style="list-style-type: none"> <li>○ Still do not have an invoice for the ordered one</li> <li>○ Will follow up with Donelda</li> </ul> </li> <li>• Spring Conferences <ul style="list-style-type: none"> <li>○ April 25/26</li> <li>○ Early dismissal both days</li> <li>○ If unable to make times, reach out to teacher directly</li> </ul> </li> <li>• Building Envelope Update <ul style="list-style-type: none"> <li>○ No update available at this time</li> </ul> </li> <li>• Cross Country <ul style="list-style-type: none"> <li>○ Run for fun: April 17, 24, May 1</li> <li>○ Track &amp; Field May 27</li> <li>○ Opportunity for two concessions for May 27 (Okanagan College) and April 24 (DND)</li> <li>○ Need answer by the end of the week</li> <li>○ Question if we could have a commercial ice cream truck there – Mr. Sutch can look into for 2025</li> </ul> </li> <li>• Daycare Update <ul style="list-style-type: none"> <li>○ Invited Jennifer Friesen to the meeting – in charge of for district</li> <li>○ Thank-you to everyone that completed the survey – good participation</li> <li>○ Clearly a few needs <ul style="list-style-type: none"> <li>▪ School age after school care</li> <li>▪ Pre-school programing</li> <li>▪ Full day options for 3-5 year olds</li> </ul> </li> <li>○ Have met with Principal since in person consultation (February) and toured school</li> <li>○ Program design due in a few weeks</li> <li>○ Program guide and overview then shared with the community – open up registration</li> <li>○ More information to come in April and will continue with communication</li> </ul> </li> </ul> <p><i>Jennifer Friesen left the meeting</i></p>	
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Reports	
<p><b>Treasurer – Sabrina Hamilton</b></p> <ul style="list-style-type: none"> <li>• Caleeda Otter presented on behalf of Sabrina</li> <li>• Sabrina reviewed the best practices</li> <li>• Would like to move away from investigating the grade 7 account</li> <li>• In the Treasury Report, for gaga pit at last meeting, agreed to use \$1000 from the school equipment budget</li> <li>• Secondary Account <ul style="list-style-type: none"> <li>○ Gathered more information through Vantage One</li> <li>○ Etransfers allowed with the non-profit account</li> <li>○ Suggest to use a separate email address and have auto deposit</li> <li>○ Discussed that etransfers are easy to send in money, but very challenging to manage through accounting, recommend against auto-depositing</li> <li>○ General discussion ensued</li> </ul> </li> </ul> <p><b>ACTION:</b> To ask other PAC what they do for e-transfers and how manage (Nicky)</p>	<p><b>MOVED</b> Julie Kentel Crystal Sage <b>CARRIED</b></p>
<p><b>Hot Lunch – Jennifer Brandle-McCall</b></p> <ul style="list-style-type: none"> <li>• Starting cycle #6 shortly – open on April 10 and close April 17</li> <li>• Last cycle of the year</li> <li>• Will not do the Friday hot lunch in the last cycle due to volunteer capacity</li> <li>• Free hot lunch for June 21 – entire school</li> <li>• Budgeted \$600 for the final hot lunch – ice cream truck booked for June 18</li> </ul> <p><b>MOTION:</b> Any remaining funds from final free lunch up to support the cost of the ice cream truck up to a max of \$600</p> <ul style="list-style-type: none"> <li>• Question why split the cost with the school and not pay for the entire amount</li> </ul> <p><b>AMENDED MOTION:</b> To cover the cost of the ice cream truck in addition to the free hot lunch. <b>AMENDED MOTION:</b> To cover the cost of the ice cream truck in addition to the free hot lunch up to a maximum of \$750.</p>	<p><b>MOTION</b> Jennifer Brandle-McCall Julie Kentel <b>DEFEATED</b></p> <p><b>MOTION</b> Julie Kentel Nicky Dunlop <b>DEFEATED</b></p> <p><b>MOTION</b> Julie Kentel Nicky Dunlop <b>PASSED</b></p>

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<p><b>DPAC – Nicky Dunlop</b></p> <ul style="list-style-type: none"> <li>• Summary available in package</li> <li>• Important to ensure there are rural representatives at BCCPAC</li> <li>• Looking for someone that interesting in helping with creating infographics</li> <li>• Joined VTA (Vernon Teachers Association) in asking for all to be involved with budget decisions throughout year</li> <li>• Meet the candidates zoom on April 16</li> </ul> <p><b>MOTION:</b> Move that Nicky Dunlop be named proxy to vote on behalf of Lavington Elementary PAC with regards to Board elections and Resolutions at the upcoming AGM for BCCPAC.</p>	<p><b>MOTION</b> Julie Kentel Genieve Dunbar <b>PASSED</b></p>
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<b>OLD BUSINESS</b>	
<ul style="list-style-type: none"> <li>• Review action item list for updates</li> </ul>	

<b>Fundraisers</b>	
<p><b>Baskets Fundraiser – Angela Barnes</b></p> <ul style="list-style-type: none"> <li>• Profit from event was \$796.35</li> <li>• Total raised was \$861.00 less expenses \$65.64</li> <li>• Require a gaming report</li> </ul> <p><b>ACTION:</b> To complete the gaming report within 90 days (Kylie)</p>	
<p><b>Fun Fair – Angela Barnes</b></p> <ul style="list-style-type: none"> <li>• Missed motion at last meeting.</li> <li>• Roughly \$12.00 left in suckers</li> </ul> <p><b>MOTION:</b> To donate the remaining suckers to the grade 7 grades.</p>	<p><b>MOTION</b> Angela Barnes Karen Lariviere Genieve Dunbar <b>PASSED</b></p>

<b>NEW BUSINESS</b>	
<p><b>Autism Acceptance Month – Crystal Sage</b></p> <ul style="list-style-type: none"> <li>• Autism awareness month is in November</li> <li>• Moving further from awareness to acceptance</li> <li>• Reviewed presentation and video (links available in agenda)</li> <li>• General discussed ensued regarding materials</li> <li>• Discussed having equipment for Zoom – materials highlighted that need to be able to have meeting in different formats to be inclusive</li> </ul>	
<p><b>Lavington Scholarship – Caleeda Otter</b></p> <ul style="list-style-type: none"> <li>• Recipient has been chosen</li> <li>• To add successful recipient into minutes once award presented</li> <li>• Just waiting on the date of the presentation to give the scholarship</li> </ul>	
<p><b>Swimming Lessons – Angela Barnes</b></p> <ul style="list-style-type: none"> <li>• Last year they were unable to do lessons so parents paid for the swimming and PAC covered the cost of transportation</li> <li>• Cost last year was approx. \$700 for busses</li> <li>• Discussion ensued around support for supporting again this year</li> <li>• Week of June 25<sup>th</sup> pool is opening for school</li> </ul> <p><b>ACTION:</b> To get feedback from grade 2/3 teachers and what might be valuable for class if swimming lessons not available (swimming, bowling etc)</p>	
<p><b>Hop On Program – Angela Barnes</b></p> <ul style="list-style-type: none"> <li>• Mr. Sutch has not received anything regarding the program</li> </ul> <p><b>ACTION:</b> To reach out to Sun Country around the program (Nicky)</p>	
<p><b>Reading Together – Jamie Rolston</b></p> <ul style="list-style-type: none"> <li>• Have had three volunteers coming in every week</li> <li>• Want to do a yearend event for the kids and recognition for the volunteers</li> <li>• Looking for \$300 to support the event</li> <li>• Hoping to further expand the program next year <ul style="list-style-type: none"> <li>○ School is requesting 0.75 resource for next year for literacy</li> <li>○ Will provide more communication once have decision</li> </ul> </li> </ul> <p><b>MOTION:</b> To spend up to \$300 on the year end event for Reading Together</p>	<p><b>MOTION</b> Genieve Dunbar Nicky Dunlop <b>PASSED</b></p>

<b>ANNOUNCEMENTS</b>	
Next PAC meeting will be May 6, 2024, 6:30pm in the library	

<b>ADJOURNMENT</b>	
The meeting adjourned @ 8:36pm	