



## BLAKEBURN ELEMENTARY PAC AGENDA

*Tuesday June 9<sup>th</sup> at 6:30pm  
School Library*

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### In Attendance:

PAC Members: Lyndsay Irwin, Nicole Cherry, Corinne Vanden Hoven, Kristy Dastur, Joanna Kahut, Jodie Wong, Shannon Harper, Matt Fenrich

Parent Community: Caren Payan, Shawna Lum-Thompson, Diana Di Fabio, Chris Ackerman

Regrets: Breanna Cook, Chelsea Fenrich, Kirstin Hepburn, Luisa Martin

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### 1. Welcome ("Call to Order")

The meeting was called to order @ 6:33pm.

- 1.1. Welcome & housekeeping-this is the last meeting of the year
- 1.2. Regrets – Breanna Cook, Luisa Martin, Kristin Hepburn, Chelsea Fenrich

### 2. Approval of Agenda

**Motion** to approve the agenda. M: Dianna/2<sup>nd</sup>: Corinne

**MOTION CARRIED** (all in favour)

### 3. Approval of Past Minutes from Tuesday May 19<sup>th</sup>, 2026

**Motion** to accept the past minutes. M: Matt/2<sup>nd</sup>: Shannon

**MOTION CARRIED** (all in favour)

### 4. President's Report Lyndsay Irwin

- 4.1 Constitution and Bylaws-Nicole, Kristy and Lyndsay have met to review the Constitution and Bylaws; recommended changes are mostly minor; they will be reviewed and approved in the fall; recommendations will be stored in the Google Drive for safe keeping and circulated to Corinne and Joanna ahead of next year
- 4.2 President change over-Corinne and Lyndsay will connect and communicate regarding the handover process for next year before the school year starts

### 5. Principal's Report Iram Khan

#### 5.1. School Updates:

- Staffing/enrollment:
  - lost 1 division for next year (total of 17 Divisions)
  - Ms. Howell will be working on Mon/Tues next year with Ms. Tompkin's class, in addition to Thurs/Fri with Ms. Hartl's class
  - farewell to Ms. Anderson, Ms. Wong, Ms. Pollet, and two other temporary EA's
- Playground update-minor details have been finalized, and the swings will be installed over the summer (will take 3-4 weeks); Habitat was awarded the contract; final cost to total around \$40,000 (offset by the \$10,000 Variety Grant)
- Budget request-Ms. Khan requested that the \$3,000 budget line item towards the grade 4/5 Cultus Lake field trip be reallocated to the General field trip fund line item; the cost of

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the Cultus Lake field trip can still be subsidized but funding should be available for all classes to access (issue of equity)

- Budget request-Ms. Khan requested \$2,000 from PAC to pay for two 2 sound field systems; sound field systems in classrooms are used for deaf/hard of hearing students but generally benefit all kids and teachers; the school currently has 8 systems that need replacing; this can be prepared as a motion for the September meeting once budgetary items from playground project have been reconciled

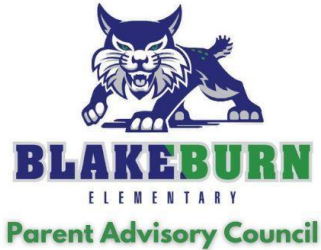
### 5.2. Calendar Updates:

- Leaving ceremony for Grade 5's (Friday June 12<sup>th</sup>)
- Indigenous People's Day Bounce Assembly (Friday June 19<sup>th</sup>)
- Beach day and year end assembly @ 1:30pm (Wednesday June 24<sup>th</sup>), parents can attend
- Last Day of school (Thursday June 25<sup>th</sup>); students attend for a full day

## 6. Committees Update

- 6.1. Treasurer Matt Fenrich, Chelsea Fenrich
  - 6.1.1 Account updates: General account (\$78,660.65), Gaming account (\$6,985)
  - 6.1.2 Gaming Grant application will be completed in the next few weeks
  - 6.1.3 Deadline for teacher cheques was May 11<sup>th</sup>: Ms. Khan to send a final reminder to teachers
- 6.2. Secretary Nicole Cherry
  - 6.2.1 Nicole will tidy up the Google Drive and pass along details and access to Joanna and Corinne at the end of the school year
- 6.3. DPAC Kristy Dastur
  - 6.3.1 DPAC AGM was held on MAY 27<sup>th</sup>; elections of DPAC members took place, many are returning/staying in their current roles
- 6.4. Fundraising Breanna Cook
  - 6.4.1 There were a total of 30 fundraisers this year with over \$24,000 in profit and counting
  - 6.4.2 Upcoming fundraisers-Kona Ice (June 11<sup>th</sup>), Playground Party (June 17<sup>th</sup>)
- 6.5. Health & Safety Luisa Martin
  - 6.5.1 Emergency Water and food was updated in all the emergency bins on May 21; a few emergency bins and some duffle bags need to be replaced; emergency food items are good for 6 years; emergency glowsticks have expired
  - 6.5.2 Expired emergency water is available in the staff room-free to take and ok to use
- 6.6. Hot Lunch / Munch-a-Lunch Jodie Wong
  - 6.6.1 1 more treat day left-TCBY (June 19<sup>th</sup>)
  - 6.6.2 Profit report on Munch-a-Lunch for the year totals \$12,500 over the 3 terms
  - 6.6.3 Extra concession items will be sold off at the playground party
- 6.7. Communications Corinne Vanden Hoven
  - 6.7.1 Last newsletter goes out next Friday June 19<sup>th</sup>

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- 6.7.2 Corinne will connect with Shawna regarding the communications role for next year
- 6.8. Members at Large Shannon Harper, Joanna Kahut
  - 6.8.1 Kitchen cleanup-donate the remaining chocolate fountains
- 7. Other Programs
  - 7.1. Fruit & Veggie Program Shannon Harper
    - 7.1.1 Finished for this year and the school is registered for next year
    - 7.1.2 Corinne has the name of a parent interested in the role once Shannon is finished
  - 7.2. Yearbook Kirstin Hepburn
    - 7.2.1 The Yearbook was sent to the printer and will likely be distributed on June 22/23<sup>rd</sup>; there are no extra books available to purchase
- 8. Other / New Business
  - 8.1. Adoption of the Budget
    - The updated budget with recommendations were presented and discussed at the May AGM meeting; the recommendation is a status quo budget for next year while the playground project is being completed and final costs are yet to be determined
    - Ms. Khan recommended that PAC move the Grade 4/5 field trip funds to the general field trip line item for the purpose of making it equitable for all classes to access funding
    - New changes:
      - Increase general field trip line item by \$3,000 to total \$9,300
      - Remaining \$300 to be put towards team funding/physical fitness line item, totalling \$1.050

**Motion** to adopt the proposed budget for the 2026-27 school year. M: Matt/2<sup>nd</sup>: Diana  
**MOTION CARRIED** (all in favour)
- 9. Adjournment

**Motion** to adjourn meeting  
**MOTION CARRIED** (all in favour)

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