

BLAKEBURN ELEMENTARY PAC AGENDA

*Tuesday November 25th at 6:30pm
School Library*

In Attendance:

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

Parent Community: N/A

Regrets: Breanna Cook, Chelsea Fenrich, Kirstin Hepburn, Shannon Harper

1. Welcome ("Call to Order")

Lyndsay called the meeting to order @ 6:31pm.

- 1.1. Welcome & housekeeping
- 1.2. Regrets - Breanna Cook, Shannon Harper, Kirstin Hepburn, Chelsea Fenrich

2. Approval of Agenda

Motion to approve the agenda. M: Joanna/2nd: Luisa

MOTION CARRIED (all in favour)

3. Approval of Past Minutes

Motion to approve the past minutes from October 21st, 2025. M: Jodie/2nd: Matt

MOTION CARRIED (all in favour)

4. President's Report

Lyndsay Irwin

- 4.1 The first set of soccer nets have been purchased and are being used by students
- 4.2 PAC positions will be advertised to the parent community in the new year as there are current members in their last year at Blakeburn; Kirstin may have someone for the Yearbook position
- 4.3 The Constitution and Bylaws should be updated this year

5. Principal's Report

Iram Khan

- 5.1 Student are enjoying wrestling lessons this week
- 5.2 The winter concert will be on Wednesday December 10th for divisions 2, 5, 6, 9, 10, 11, 12, 15, 16 and on Thursday December 11th for divisions 1, 3, 4, 7, 8, 13, 14, 17, 18 at 1:30 and 4:30pm. Additional points to note are as follows:
 - Tickets are free, but the school will be accepting cash donations to the SHARE food bank at the door.
 - Tickets are limited to 1 per family for the 1:30 shows and 2 per family for the 4:30 shows.
 - Tickets will be available starting on November 28; the school is trying a new platform for everyone to order on Eventbrite.
 - The school will be collecting donations for SHARE online through their website, as well as collecting cash donations during the first two weeks of December.
- 5.3 Winter Spirit week will be the last week before holidays; the school will announce the days in advance for families to plan
- 5.4 Tennis lessons will be first week back after the holidays; the school will charge \$16 for this activity through School Cash Online.

MOTION: Move that PAC pays \$1487 out of the PAC school-based account to help cover the cost of the

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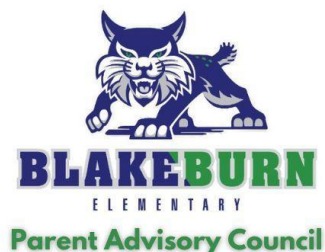
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tennis program this year. M: Matt/2nd:Jodie

MOTION CARRIED (all in favour)

- 5.5. Students started using the soccer nets this week; Mr. Kitts has trained students to set them up and bring them in; the school will have more of an update for the next meeting.
- 5.6 The Kind Minds Program has been wonderful; the parent online workshop, Navigating Big Emotions has been rescheduled to December 15th at 6 pm.
6. Committees Update
 - 6.1 Treasurer Matt Fenrich, Chelsea Fenrich
 - 6.1.1 Account updates: \$74,000 in the General account, \$2,000 in the Gaming account
 - 6.1.2 We are still waiting to hear from the gaming grant branch regarding our Gaming Grant application
 - 6.1.3 We now have a separate playground enhancement funds account; PAC will need to decide on an amount to transfer over from the General account
ACTION ITEM: Lyndsay, Matt and Chelsea to discuss moving money to playground account
 - 6.1.2 Adrian Dastur continues to work on the audit of PAC financials on the audit; it is recommended that PAC create up to date operating procedures moving forward
ACTION ITEM: Update the SOP/Job Aid for treasurer and other PAC positions before the end of the school year
 - 6.2 Secretary Nicole Cherry
 - 6.2.1 Nothing to report
 - 6.3 DPAC Kristy Dastur
 - 6.3.1 Meeting was held on October 29th; points to note are as follows:
 - Superintendent Nadine Tambellini spoke about the outline and timeline of the Directions 2030 survey, provided an update regarding childcare on school grounds, Hazel Trembath rebuilding plans, and shared school building updates for Moody Elementary and Burke Mountain
 - Guest Presenter Dr. Shayza Karmali (BC Injury Research and Prevention Unit) spoke about concussions and the CATT (Concussion Awareness Training Tool)
 - 6.3.2 The Next meeting will be on November 26th at 7pm via Zoom
 - 6.4 Fundraising Breanna Cook
 - 6.4.1 Upcoming Fundraisers:
 - November 26th is the Confi-DANCE from 6pm - 7pm in the Blakeburn Gym to complete our Kind Mind month with the Kelty Foundation; Munchalunch pre-ordering closes on November 25 but last-minute tickets will be available at the door for \$3 each
 - Purdy's Holiday Chocolates & other goodies (Order by November 29th)
 - Neufeld Farms frozen foods (order by December 1st); order pickup for Purdy's and Neufeld will be on December 9th @ 530pm in the school circle
 - Holiday Photos @ Photo Expressions (mention Blakeburn Elementary when booking)
 - Created by Kids Winter Art with Photo Expressions-completed artwork will be coming home; to order, complete order form and send it back to school; final products will be delivered to families by December 17th
 - 6.4.2 Possible post-holiday Bottle drive on a Saturday in January; discussion around sorting

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vs. not sorting the bottles; will need to check on PAC availability for January 3rd

- 6.5 Health & Safety Luisa Martin
6.5.1 Luisa will put expired emergency supplies in the kitchen before Winter break

- 6.6. Hot Lunch / Munch-a-Lunch Jodie Wong
6.6.1 Hot dog day was a success
6.6.2 Freshii is offered as a healthy option for hot lunch day, but it is not as popular an option
6.6.3 Cobs take home treats will be distributed this week
6.6.4 Term 2 Hot Lunch offerings-Hellcrust pizza, Edo Sushi, TCBY, Subway, Kernels, Mucho Burrito and Easter-DIY cookie kits; the ordering window will be 5 weeks (Dec. 15th until Jan. 9th)

- 6.7 Communications Corinne Vanden Hoven
6.7.1 New newsletter next week-deadline Tuesday Dec. 2nd
6.7.2 Organizing the Grade 5 slideshow will begin in the new year

- 6.8 Members at Large Shannon Harper, Joanna Kahut
6.8.1 Nothing to report

- 7 Other Programs
7.1 Fruit & Veggie Program Shannon Harper
7.1.1 Mandarin oranges will be delivered next week

- 7.2 Yearbook Kirstin Hepburn
7.2.1 Nothing to report

- 8 Other / New Business
8.1 Pancake Breakfast- the PoCo Firefighters are confirmed for the Pancake breakfast on December 19th; Breanna and Joanna are coordinating the breakfast and a Sign-up genius for parent volunteers will be sent out in December; Gerry is available to be Santa if needed
8.2 Playground Enhancement Project Update-the committee is waiting to hear back from Variety regarding our grant application; a push will be made in the new year to contact district maintenance about installation details and pricing

- 9 Adjournment
Motion to adjourn the meeting at 7:42pm. M: Jodi/2nd: Matt
MOTION CARRIED (all in favour)

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