



Brentwood Elementary PAC

Meeting Minutes: November 26, 2024

Opening

Jenn Hodgkinson called the meeting of the Brentwood Elementary PAC to order at 7:02 pm on November 26, 2024. Welcome to everyone.

The Brentwood PAC would like to begin by acknowledging that we are fortunate to be having our meetings on the traditional territory of the WSÁNEĆ peoples. We are grateful to have the opportunity to meet, live, work and learn in this territory.

Attendance

PAC Executive:

Present:

Jenn Hodgkinson – President

Jakki Papps – Vice President

Brittany Harris – Secretary

Nikki Wicks – Treasurer

Kim Richardson – COPACS Representative

Shawna Lynch – Community Engagement Co-Coordinator

Ashley McCartie – Community Engagement Co-Coordinator

Lindsay Moir – Member at Large

Katie Norie – Member at Large

Jen Gillespie – Member at Large

Bronwyn Torres Bonet – Guest

Katie Spence – Guest

Jess Tweedhope – Guest

Lindsay Krowetz- Guest

Absent:

Gabe Unser – Communications Co-Coordinator

Madison Powell – Communications Co-Coordinator

Andrea Reid – Member at Large

Elaine Tuit – Member at Large

Mya Kinnear – Member at Large

Michelle Costin – Member at Large

Amy Weisgerber – Member at Large

School Administration:

Anita Ko – Principal (Present)

Krista Warren – Vice Principal (Absent)

Approval of Last Minutes & Tonight's Agenda

Motion to approve agenda: Kim R. ; 2nd Shawna L.

All in Favour – PASSED

Motion to approve last minutes: Jenn G. ; 2nd Jakki P.

All in Favour – PASSED

School Administration Report

Anita Ko

School News:

- Winter Craft Night – Wednesday Dec 12 – 11-12 classrooms to be used – students to choose 2 crafts – 5-6:30pm
- No winter concert, spring concert instead – choir to sing at seniors home during the winter season
- Food Drive/Stocking Stuffers – items for each class sent out in newsletter – items to go to local food bank and food baskets for families in need – stocking stuffers for “Warm a Soul” campaign through the Extreme Outreach Society
- Victoria Symphony performing for students first week of December – 4-instrument ensemble
- Indigenous storyteller Toby Joseph coming into classes in December
- Artist Curtis Henry planned to come into school in January – carved paddles for students to decorate
- Artist in residence Misha Smart to start in January
- Lost and Found – families please look for lost items
- Digital safety resource “Safer Schools Together” – webinars that can be registered for – link in newsletter – encourage families to explore
- Winter jackets have been donated – few still available for students in need

Upcoming Dates:

December 12 - Winter Craft Night – 5:00-6:30pm

PAC Discussion with Administration:

- Query hot chocolate for Craft Night – Jenn H. to check with Empourium to see if donation possible or cost if purchased
- PAC confirmed for admin that \$2000 of PAC funds is available for Artist in Residence
- Carnival Feb/March – French teacher has requested through admin \$600 for Beaver Tail treats for students – PAC to discuss request further

COPACS Report

Kim Richardson

- COPACS looking for volunteers re: student transportation, website, school retrofits, and school parent support
- Anti-racism resource presented by COPACS November 26, 2024 – Kim will inform of future COPACS presentations
- BC PAC Fall Summit – Nov 30, 2024 – 8am-4pm virtual
- Feedback from last COPACS meeting was that School Trustees appreciate parent engagement – trustees re-elected next year so COPACS involvement could be an opportunity to learn more about local trustees
- Parent Education nights – COPACS not looking for financial support from individual schools at this time
- National Teacher Recognition awards – nominations currently open to Jan 15th
 - For a full report out from COPACS please see [The Confederation of Parents' Advisory Councils of Saanich \(sd63.bc.ca\)](https://www.sd63.bc.ca/parents)

Indigenous Representative Report

Vacant

- This role is an important part of the PAC and we need to look to fill this position. Reach out to contacts that may be interested.

Treasurer Report

Nikki Wicks

- General Account Balance: \$ 9153.36 however 1337.96 in outstanding cheques – \$7815.40 actual total
- Gaming Account Balance: \$ 7140.24
- \$11,000 term for scholarship also still active
- Fun Lunch – donations \$224 – PAC funded student lunches \$302.50 – profit TBD approx. \$700
- Craft night request \$600 – Nikki confirmed funds can be taken from gaming account –

Motion to approve school request: 1st Nikki W. ; 2nd Jakki P.

All in Favour – PASSED

Committee Updates

Communications Updates (Committee Members Not Present)

None

Community Engagement Updates (Shawna L./Ashley M.)

- Purdy's fundraiser closed – delivery Dec 10-12 – profit \$68.76
- Movie Night – approximate profit \$275
- Winter plant sale – pickup November 26/27 – profit \$355 – some plants remaining – talk to Shawna if interested
- Query shift focus to larger events and larger fundraising opportunities for next year
- Discussion re: what is the PAC asking for donations for – identify priorities for fundraising so can communicate impact to families
- Query get newsletter schedule from school – sent once monthly – can communications team get included – can PAC amplify school messaging as well

Upcoming Events

- Social Event – in planning process – looking for venues – idea for classrooms given themes for auction items – Feb 22
- Movie/Board Game night in March 7th
- Spirit Wear at end of school year

Fun Lunch Updates (All)

- Discussion re: ways to support families experiencing financial hardships – to be continued – Fun Lunch Committee to create stats re: lunches left unpaid for students not on PAC funded list from admin to help determine need and best path forward

Popcorn Days Updates (All)

- Nikki W. to lead Popcorn Days and then additional volunteers to help as needed

Continued Topics of Discussion (from last meeting)

- *Holiday Candy Canes (Jenn H.):* Politano's has agreed and invoiced – Jenn H. to get cards – volunteers to put together (Mya has volunteered and others welcome) – card/candy canes often will go home with student report cards
- *Lost and Found Items (Jenn H.):* Discussion with admin re: consigning lost and found items – admin to discuss at school district elementary schools meeting and will get back to PAC

New Business (All/As Specified)

- *Popcorn Days (Jenn H.):* Popcorn popped for all students regardless of if families have ordered or not- expensive as a PAC donation to all students - \$1200-\$1400 cost for the

year – decision to leave as purchase option- add button for donation for popcorn order (Fun Lunch Committee to do) – limit order to 1 bag of popcorn per student

- *Fundraising Idea*: prize incentive for most fundraising (class or individual student) brought forth as an idea to encourage engagement with fundraisers – further discussion to be had re: future fundraising ideas

Meeting adjourned at 8:15pm

Next Meeting: Tuesday January 28, 2025 at 7:00pm in Room 110