



## Brentwood Elementary PAC

Meeting Minutes: November 25, 2025

### Opening

Michelle Costin called the meeting of the Brentwood Elementary PAC to order at 7:03 pm on November 25<sup>th</sup>, 2025. 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:

Michelle Costin – Vice President  
Brittany Harris – Secretary  
Shawna Lynch – Community Engagement Co-Coordinator  
Ashley McCartie – Community Engagement Co-Coordinator  
Lindsay Moir – Member at Large  
Mya Kinnear – Member at Large  
Elaine Tuit – Member at Large

##### Absent:

Jakki Corrigan – President  
Nikki Wicks – Treasurer  
Kim Richardson – COPACS Representative  
Christine Doward – Indigenous Rep  
Madison Powell – Communications Co-Coordinator  
Krista Young – Communications Co-Coordinator  
Jenn Hodgkinson – Member at Large/Past President  
Bronwyn Torres Bonet – Member at Large  
Jen Gillespie – Member at Large  
Katie Norie – Member at Large  
Andrea Reid – Member at Large  
Amy Weisgerber – Member at Large

##### School Administration:

Anita Ko – Principal (Present)  
Suzanne Chisholm – Vice Principal (Present)

## Approval of Last Minutes & Tonight's Agenda

**Motion to approve agenda:** Shawna L. ; 2<sup>nd</sup> Lindsay M.

All in Favour – PASSED

**Motion to approve last minutes:** Lindsay M. ; 2<sup>nd</sup> Shawna L.

All in Favour – PASSED

## School Administration Report

**Anita Ko**

*School News:*

- Grade 5 Leadership – Food Drive and Warm a Soul for December – each division assigned one food item and one stocking stuffer item to bring in to donate if possible – runs November 26<sup>th</sup> until December 8<sup>th</sup>
- Winter Concert – Dec 11<sup>th</sup> – two concerts (A/B) – each class will have times for concerts – Kindys to do both – times to be sent out in school newsletter
- Tree Appreciation Day – planted \$6000 worth of trees/shrubs – blessing ceremony and community participation too
- Remembrance Day – student led ceremony – Royal Canadian Navy parent spoke – poems/songs – each division placed wreath
- Soccer jamboree – 40 students participated
- Hockey scrimmages – some students with Central Saanich fire/police
- Choir – practicing each week – singing for residents of Sluggett House next week
- Report Cards (now called Learning Updates) – will continue to be on BrightSpace – coming out in December – can connect with office for any issues and can request paper copy or can print at home
- Swim Club starting January 5<sup>th</sup> – Grades 3-5 – students need to be able to swim one length at least to participate – District Swim Meet March 12<sup>th</sup>
- Social Emotional Learning (SEL) whole school focus ongoing – more information on learning for each grade will be in school newsletter
- Lost and Found – many items – please look as will go for donations on Dec 19<sup>th</sup>
- PJ Day in Dec – Grade 5 Leadership organizing – fundraiser for Children's Hospital Foundation

*Wish List for Pac from Admin:*

Yearly:

- Science Venture - \$1500
- Mathletics - \$975 PAC contribution (cost share 50/50 with school)
- Artist in Residence/Art performers – Art Start grant discontinued so school would appreciate support - \$1600
- Indigenous speakers - \$600
- Balls – completed

#### Teacher Wish List:

- Tool cart (Grade 4/5 classes) – presses, saws etc. – lumber/materials were previously covered under pilot, however now need money for building materials – can't accept tool/wood scrap donations – can have donated new wood - \$250
- Clay art glazes – need replenished each year - \$250
- Watercolour paints - \$200
- Cost share for soil for outdoor space if possible - \$550 PAC contribution

#### Other:

- Query Earthquake Bin needs
- Discussion around feasibility/cost of having blacktop play area lines repainted – admin to look into further

### **COPACS Report**

#### ***Jen G. (not in attendance)***

- No update
- For a full report out from COPACS please see [The Confederation of Parents' Advisory Councils of Saanich \(sd63.bc.ca\)](http://TheConfederationofParents'AdvisoryCouncilsofSaanich(sd63.bc.ca))

### **Indigenous Representative Report**

#### ***Christine D. (not in attendance)***

- No update

### **Treasurer Report**

#### ***Nikki W. (not in attendance)***

- No update
- General Account Balance: to be given at next meeting
- Gaming Account Balance: to be given at next meeting

### **Committee Updates**

#### ***Communications Updates (Krista Y. via text-based update)***

- No major updates

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

##### *Upcoming Events*

- Movie Night – this Friday Nov 28th – Happy Feet – doors at 5:45pm – will be pizza and popcorn – 14 registrations so far – please RSVP if possible to help with ordering

### *Additional Info*

- 37 orders, 48 items for Spirit Wear – will try to add custom name option for next time - \$240 raised
- Parent Night Out – will start looking for Auction items and send thank you for previous sponsors (Ashley M./Shawna L./Michelle C. to do)

### ***Fun Lunch Updates (Michelle C.)***

- Was challenging last time – will try bag free handout again for January and see if works better this time with sticker updates
- Discussion around intention with switching away from paper bags – thoughts are decreasing volunteer time and decreasing bag costs
- Nikki looking into adding additional snack items and what is available – possibly additional chip flavour and cookies

### ***Popcorn Days Updates (Brittany H./Nikki W.)***

- Confirmed with Admin to move Popcorn Days back to Mondays in starting for January 2026 – next Popcorn Day Monday January 19<sup>th</sup>
- Will update Year at a Glance document with new Popcorn Day dates (Brittany to do)

### **Continued Topics of Discussion (from last meeting)**

- None

### **New Business (All/As Specified)**

#### *Future PAC Fundraising Ideas (Michelle C.):*

- Query craft fair for next year? – Query kids and adult tables – mid-end of November

#### *Cane Canes and Hot Chocolate (All):*

- Discussion around if we are doing this year – would need to connect with local businesses re: hot chocolate donation as Politano's has changed ownership – Michelle C. to connect with local businesses to see if any willing to donate

#### *School Grounds Cleanliness (Mya K.):*

- Discussion re: garbage/vandalism/broken playground equipment around school and intermediate playground – will add to agenda at next meeting to discuss with admin re: possible proactive problem solving and discussion re: adding garbage cans

Meeting adjourned at 7:59pm - Next Meeting: Tuesday January 27<sup>th</sup>, 2026 at 7:00pm