

**STEEPLES ELEMENTARY SCHOOL PAC
MEETING AGENDA**

Monday September 22, 2025
5:30 pm

Hello everyone! Welcome and thank you for attending today's meeting

In attendance: Katie, Carly, Raylyn, Stephanie, Marissa, Wendy T, Kate P, Scott Holt, Jenn Ney, Wendy B.
Regards: Carmel, Jacqueline, Katrina

Motion to pass the minutes from June 9, 2025 meeting as read:

1 st			
2 nd	Passed	Failed	Tabled

Principal News - Updates on School Happenings from Mr. Scott Holt

- 207 students. 11 classrooms.
- We have our music room.
- New building is projected to be done by December.
- Growth plan
- Kindergarten classes are up to full days and participated in the Dial 4
- Parlauff and Picture day sept 23
- Looking for volunteers for Monday honour walk lunch.

Trustee Report/Updates – Updates regarding the School Board from Mrs. Wendy Turner:

- Sept 29th Public Meeting 1pm. At the District office in Cranbrook. Send email to Viveka.johnson@sd5.bc.ca for the online link.
- This year district schools received 7.97 percent of the budget compared to 15.49 percent in 2001-02 school year.
- Other school districts are also experiencing significant shortfalls.
- School District 5 passed a balanced budget, a three-year projected budget and successfully completed the yearly audit procedures.

DPAC Update -Sharita

Superintendent - Board meeting was Sept 9th. Enrollment is down 100ish. Resulting in a few teacher layoffs. Shout out to maintenance and operations over the summer. A lot of work was done.

Pinewood irrigation is behind. Apologies for the lack of communication.

\$7.9 million in grants for child care in Fernie.

Calendar change. May 29th Pro-D Day. June Pro-D Day is now an Administration Day.

AP560 in the District manual for regulations on items on the school buses. (There questions about large musical instruments) https://media.sd5.bc.ca/media/Default/medialib/ap_560.4811bc14056.pdf

DPAC AGM October 15th

Need ideas for spending the Gaming Funds. Can be spent on helping PACs increase engagement in their schools. Administrative costs (meeting room rental (zoom?), printing costs, presenters/guest speaker fees), Informational and promotional materials for parents. Travel for regular DPAC meetings, Fees or travel/accommodation costs incurred to travel to the BCCPAC annual conference, up to branch limits.

Treasurer report - Jacqueline Nielsen

Account Balance in Gaming \$235.46 (less budgeted spending = \$205.46)
(Annual bank services fees- \$2.50x12 months = \$30.00)

Account Balance in General \$7,723.75 (less budgeted spending = \$4239.59)
(Annual bank service fees- \$2.50x12 months=\$30.00)

Previous Business

- Meeting dates for the school year are Sept 22, Oct 20, Nov 17, Jan 19, Feb 23, Apr 20, May 25, Jun 15 (AGM/Elections)
 - Meetings will be held in person at 5:30 pm in the Steeples Elementary Library
- School Murals to Wall Art: 7 Images of previous exterior artwork to be printed on metal and attached to Wall in the front foyer. Timeline still pending.
- **Steeple PAC Fundraiser/Event Guides** available via email or in PAC mailbox in office.
- Your Green Kitchen Fundraiser Tabled until the new school year
- Fernie Roasting Company sent us information for a fundraiser with them. At this time there has been no interest. April 22.

New business

- First day of school coffee and cookies. **\$184.01** Donated by PAC. Thank you Chris and Katie for manning tables
- Popcorn and freezie days went well last school year. We do need a better system for handing out donated items and decide on what PAC is willing to donate out for kids that might not otherwise be able to participate in the popcorn/freezie days.
 - **This year's Dress up dates are:**
 - October 31st – Costume Dress Up Day for Halloween
 - November 14th – Dress Like your teacher day
 - December 19th - PJ Day (Last day before Christmas break)
 - January 9th – Sports Jersey Dress Up Day
 - February 12th – 100 Day and Fancy Dapper Dress Up Day
 - March 13th – Tacky Tourist Day
 - April 8th - Crazy Hair Day
 - June 2nd – Summer Dress Up Day
- Continue to sort for kindergarten and grade one classes. Mark names from list for pre sold. One line pre sold and one line cash. 5 donations per class of freezie and popcorn.
- Dominos and Panago Pizza fundraisers and who wants to run them? Our last one raised **\$315**. We try to run two per year with Dominos and Panago. These are in-store fundraisers. **Sharita Brown**
- **School-wide Movie Day** last year was a total of **\$2719.08**. Is that something we still want to fund/ fundraise for/offset the cost for? Do we want to book it now?
 - Make it a movie in the gym day.
 - Dec 19th PJ day. Need volunteers to pop popcorn.
- Move popcorn freezie day for october and december.
 - October 17 and December 12th
- We had a slight issue losing most of our PAC Google Docs over the summer. Most of them have been recreated and uploaded under the pacprez email account where they should remain available.

- If Ms. Sherri is not coming back, who is the head janitor and do they know about our silver bucket challenge so they can keep track of the classrooms over the year? Chase Atward.
- Nov 14 first movie night.

Fundraiser

- **Popcorn/Freezie Day: June 10 Dress up as your favorite Book Character Day**
\$2 Popcorn/ \$1 Freezies Day
 - **Sales** (\$354.69 (148 cash +\$206.69 SCO)) - **Cost:** (\$50 (Popcorn donated + Popsicles \$50.00))
 - **Profits: \$304.69**

Funding Requests:

- We finished off the last school year with a request from Mrs. Johnson for **\$120** for the Grade 2/3 classes to bring in Marisa Phillips for an **Ethnobotany walk and story-telling**.
 - **Approved:** Via email June 9th: **\$120** Revised amount:?
 - **1st:** Carmel R.
 - **2nd:** Cassandra M.
- Funding was requested at the end of the school year for the School Calendar Magnets, which came to **\$553.51**
- Mrs. Lentz and Mrs. Enns have requested **\$196.65** for the grade 3 and 4 classes to go swimming.
 - **Approved:** Via email Sept 17th: **\$196.65**
 - **1st:** Cassandra M.
 - **2nd:** Katie W.
- Mrs. Greenlee has requested **\$360** for the Grade 1 and the 1-2 class to go to the Key City Gymnastics together three times.
 - **Approved:** Via email Sept 18th: **\$360**
 - **1st:** Katie W.
 - **2nd:** Cassandra M.

Discussion:

Ski Day funding: what can we budget?

Scholastic Book Fair October 20-23 volunteers needed

Elections

Our current executive members are:

- DPAC Rep: Carly **1st:** Katie **2nd:** Stephanie
- Treasurer: Jacqueline N.
- Secretary:
- Vice Chair: Katie W.
- Chair: Sharita B.

Next Meeting: October 20, 2025 @ 5:30 in the Steeples Library