

**STEEPLES ELEMENTARY SCHOOL PAC  
MEETING MINUTES**

Monday October 20, 2025

5:30 pm

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

**In attendance:** Katie W., Carly V., Wendy B., Sharita B., Scott H., Katrina C., Raylyn O.  
**Regards:** Jacqueline N.

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

1<sup>st</sup> Katie W.

2<sup>nd</sup> Raylyn O.                      **Passed**                      Failed                      Tabled

**Motion to pass the minutes from Sept 22, 2025 meeting as read:**

1<sup>st</sup> Katie W.

2<sup>nd</sup> Raylyn O.                      **Passed**                      Failed                      Tabled

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

- Increased by 2 EA's since last PAC Meeting
- Orange Shirt Day was a success
- House teams are now Ktunaxa animals
- District hot lunches have started
- Parent/Teacher interviews have started this week
- Picture re-take day on Thursday morning
- Staff flu shot clinic
- Ski request has been put into PAC to help fund the school trip. Up to \$2000.
- Reworked the code of conduct.

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

- Not Present

**DPAC Update** - Carly

- AGM
- Bingo nights for fundrasing
- Family photo night -Katrina C.

**Treasurer report** - Jacqueline Nielsen

Account Balance in Gaming \$4632.96 (less budgeted spending = \$3305.48)

(Annual bank services fees- \$2.50x12 months = \$30.00, Shultz gymnastics -60.00, Walton/shultz swimming -147.48, Greenlee gymnastics x3 -180.00, Last year swimming -550.00, Last year gymnastics - 360.00)

Account Balance in General \$7,714.59 (less budgeted spending = \$3933.46)

(Annual bank service fees- \$2.50x12 months=\$30.00, Treat day supplies -35.30, Instruments -1401.29, Halloween treats -64.54, Class books -1100.00, 2024/2025 remaining fees -1150.00)

### Previous 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 deciding 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 31<sup>st</sup> – Costume Dress Up Day for Halloween
  - November 14<sup>th</sup> – Dress Like your teacher day
  - December 19<sup>th</sup> - PJ Day (Last day before Christmas break)
  - January 9<sup>th</sup> – Sports Jersey Dress Up Day
  - February 12<sup>th</sup> – 100 Day and Fancy Dapper Dress Up Day
  - March 13<sup>th</sup> – Tacky Tourist Day
  - April 8<sup>th</sup> - Crazy Hair Day
  - June 2<sup>nd</sup> – Summer Dress Up Day
    - Continue to sort for kindergarten and grade one classes. Mark names from the list for pre-sold. One line pre-sold and one line cash. 5 donations per class of freezie and popcorn.
    - October 17th and December 12th will be the popcorn/freezie days in place of October 31st and December 19th
- 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.
- 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? New Janitor is Chase Atward.
- Nov 14 first School Gym movie night.
- DPAC has a gaming account that can help us bring in speakers/presenters. Are there any specific Presenters we would like to bring in? We talked about an RDSP/RESP presentation at the last meeting.

### New business

- An in store pizza day has been set up with Panago for November 4th. Waiting for promotional materials
- We have 101 Domino's Pizza coupons we will be selling starting November 3rd and going to November 20th with the coupons being picked up on November 28th between 2:00pm and 3:30pm. If we sell all of them that is \$909 to the school.
- Fresh to you will be ending on October 24th and Delivery to the school will be Between November 17-25th. We will need volunteers available to help with sorting and getting each order ready for pick up. So far we have 13 orders.
- Are we doing any Markets this year? Raylyn and Katrina Coordinating
- Mabels Labels did \$20 last year. I think we will be dropping it from our fundraisers.

- Purdy's? Find corporate number and ask about in store deal like Save on more.
- Scholastic Book Fair this week. Mrs. McDowell is still in need of volunteers for Wednesday.
- October 17th Popcorn/Popsicle day went well. 2 hours to pop 105 bags of popcorn, we had 7 left over and sold all 120 popsicles. Not sorting for all the classes made things go a bit faster.
- Next Popcorn/Popsicle day is November 28th. We will need 2 volunteers.

### **Fundraiser**

- **Popcorn/Freezie Day: October 17**  
\$2 Popcorn/ \$1 Freezies Day
  - **Sales** (\$ 308.58(\$ 189 cash+\$119.58 SCO)) - **Cost:** (\$ ( Popcorn donated + \$35.30 popsicle, oil))
    - **Profits: \$273.28**

### **Funding Requests:**

- Mr. Walton and Ms. Schultz have requested **\$147.48** to take their Grade One and Two classes on three swimming trips to the Western Financial Place Pool.
  - **Approved:** Via email Sept 23rd: **\$147.48**
    - **1st:** Katie W.
    - **2nd:** Karissa B.
- Ms. Shultz has requested **\$60** to take her Grade 2 class to Key City Gymnastics
  - **Approved:** Via Email Oct 6th : **\$60**
    - **1st:** Katie W.
    - **2nd:** Jacqueline N.
- Ms. Johnson has requested **\$150-200** to purchase items for a Halloween snack station to benefit the whole school for Halloween.
  - **Approved:** Via email Oct 20<sup>th</sup>:
    - **1st:** Katie W.
    - **2nd:** Katrina C.

### **Discussion:**

We will skip December Popcorn/popsicle day.

Maybe bring in a Nutritionist, Drug prevention, Eating disorders for presenters. Electronics and social media.

Cookie dough fundraiser?

Hot lunch pizza days November 7 and Dec 5<sup>th</sup> with Pizza Pizza.

**Next Meeting:** November 17, 2025 @ 5:30 in the Steeples Library