

TILlicum ELEMENTARY PAC MEETING MINUTES * DRAFT*****

June 11th, 2025, In person and via Microsoft Teams

In Attendance

Executive: Lauralee Wood (Co-Chair), Keja Lake (Co-Chair), Colleen McDavid (Treasurer), Celeste Slow (Secretary)

Admin: Jeff Duyndam (Principal), Karen Higginbotham (Vice Principal)

- Parents: Suzy Tacon, Cheryl Ferreira, Shae Mellors, Karma Cuning, Karli Reeves, Shannon Karmer, Virginia Espinoza
- Staff: Petra-Ann Chalupnik

Regrets: Lisa Gelling (VCPAC Representative)

6:30pm – Open Meeting - Brought to order by Keja Lake/Lauralee Wood

- Motion: Cheryl Ferreira
- Second: Colleen McDavid

Introduction – It was the first in person meeting in a very long time. Everyone introduced themselves and shared a bit about their families and involvement in the school and community.

6:40 pm - Meeting Minutes – Approval of last meeting's minutes

- Motion: Lauralee
- Second: Keja Lake

Summary of amendments from May 7th meeting minutes:

- Thanks to Karli and beauty and the beast for the music. - Beast, changed to beat
- Colleen, Keja, and Colleen met thoroughly to review budgets prior to PAC meeting. - Removed extra Colleen and replaced with Lauralee.

6:45pm - Administration Updates Principal/Vice-Principal Report – Jeff Duyndam & Karen Higginbotham

- Petra Ann thanked the PAC on behalf of all the teachers for all the hard work and support over the year. They appreciate everything that we do for the school and financial support for all the field trips and extra programs at the school.
- Honoured Ben Koning's and thanked him for his service. He was the recipient of the Canadian librarian of the year award. This is a big award that recognized his impact on our school community. He was instrumental in how we designed the library and sensory room and goes above and beyond in his role. We wish him a happy retirement and thank him for his contribution.
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- Staffing – Student enrollment has dropped from over 460 to 438. Due to this Tillicum will be dropping one division. Dropping a portable which will be used as music room.
 - Ms. Noelle is taking over a grade 4/5 and will move into the existing music room.
 - Posting for Library. New librarian will be either .5 or full-time position.
 - Posting for Gym position - Erica will be continuing parenting leave. Mr. Morison will re apply for in June.
- Thank you's!
 - To all the teachers and staff for entering all the student data into the program so that students can be placed into classes in the best spot. Balancing designations and class need takes time and input.
 - To all the track coaches for all the time and energy they put in this year.
 - To Karen for beach day planning and coordinating all the buses
 - To Tanya for providing the childcare room for tonight's PAC meeting
 - To Megan who makes sure that all the new kindergartener families have their

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new schedule and information and have access to parent connect.

- Calendar sent out for 2025-2026 school year.
- Early dismissals for 2025/26 year
 - Wed Oct 15th parent teacher meeting.
 - April 15th – student led conference.
- Beach day is June 19th with all buses booked. We have a permit to be in the park.
- September starts up. Signs will be out with class placement same as past years.
- Change to gradual entry. First full day on Monday vs Wed for kindergarteners.
- Fun day – Next Tuesday 1:15-2:15 popsicles. Painting faces, students from spectrum to help.
- Grade 5 Fairwell happening but space is limited so grade 5 families are welcome. This takes place on Wed, June 25th after recess – 10:30 doors open, 10:45 start.
- Staff appreciation next Tuesday morning
- Staff are thanking parents the day after on Wednesday. School helps with coffee and cookies.
- Comfort kits – June 18th 1:55 the comfort kits will be sent home. Gr 4 and 5 students to help distribute.
- There were 5 successful student teachers at tillicum this year. One Ms. Komiko has come back to teach in Mrs. O'Malley's class. Tillicum will continue to have student teachers.
- Donut day – It was successful and well received by the teachers and students. Next years we could separate donut day from Food for Fun day.
- Ice-cream day was also successful and organized. Kids loved it. There were extra popsicles purchased to help ensure everyone had something. 5-star review. Easy and organized.
- Drumming – One of the drummers Allana Pearish in drumming today.
- Julia Kimberly stepping in to take over for Mr. Leonard while he is off work dealing with an injury.

7:00pm - Treasurer Report – Colleen McDavid

● **Account Balances:**

○ Tillicum PAC High-interest Savings	\$91.16
○ Tillicum PAC Chequing	\$18,590.43
○ Tillicum Gaming Chequing	\$4,664.04
○ General PAC Account in Office	\$24,894.53

Remaining gaming expense:

- \$2,545.70 beach day transportation. No expenses for the Seaquarium this year so we will carry over \$2,118.34 into 2025-2026.

Remaining chequing expenses:

- \$30 childcare for this meeting
- Staff appreciation receipts
- Staff gift receipts
- Received June Calling All Cows invoice (\$237.30) but not March or April
- Received a \$500 cheque donation at the bottle drive. An old Tillicum student that worked Rupe's Roofing
- BCid – Application already done.

Remaining revenue:

- I need to count and roll the loose penny donation from the second bottle drive TBD.
- Swimming lessons (\$5304 total to be paid out of Gaming). These withdrawals will reflect in account balances at the next meeting.

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PAC Election

Introduction to the parents running for PAC positions in 2025-2026.

- Shae Mellors – Running for PAC Chair
 - Son in kindergarten. Dipped her toes in different areas of supporting the PAC this year. She has a background of working in elementary schools and has experience working with the PAC at her previous school. Motivated to take over and continue with the good progress. She comes in with strong energy and ideas to keep the PAC going strong and supporting the students and staff at Tillicum.
- Karli Reeve– Running for Vice Chair
 - CPHR by day and owns and operates a landscape and DJ company. She has a daughter in kindergarten. She was inspired by Tillicum warm culture when she participated in the special introduction to kindergarten day. She knew then how special it was. Her experience at school with her dad being incredibly involved in the school inspired her to give back to her school community in the same meaningful way.
- Karma Cuning– Running for Secretary
 - Karma went above and beyond to engage her son's class to raise funds to donate to Mr. Carlsons family. This speaks to the kind of person she is and how she cares for her community.
- Unanimous votes for all candidates that ran – Yes.
- Re-elect – Coleen McDavid and Lisa Gelling

7:25pm - VCPAC Update – Lisa Gelling

- April elections were held. A full exec and directors were elected in a marathon meeting.
- May meeting was "rescheduled."
- There will be no VCPAC meeting in June.
- "The new executive is working hard to get everything set up for a strong start in September. We are asking PACs to send their updated contact information, name(s) of VCPAC Rep(s) and meeting dates, including their AGM. We are working to find meeting days and times that work best for the majority of PACs for our upcoming meetings."

7:30pm - Upcoming events/Fundraisers

Review:

- **Ice Cream Day** - Review, feedback – Lisa suggested having the ice-cream truck at meet the teacher night. There was a lot of tabulating numbers on the back end which was time consuming. Look at ways to have better tallying behind the scenes to make this easier.
- **FFF + Donut Day** - June 6th, review – We would separate the donut and FFF day.
- **Bottle Drive** - \$974.16 raised, \$500 donated to school. Thank you to Jeff for the tent set up as it was great to keep the sun off. One grade 5, Piper, stayed the entire day so a big thank you to her.
- **Donations from School Cash Online** – \$700 raised!

Upcoming and Ongoing Fundraisers/Events:

- **Staff Appreciation Breakfast** - Tuesday June 17th, Shae has taken lead coordinator and shopping roles, Karli coffee, Keja to help with set up, Celeste will be away, more volunteers needed?
 - Celeste will order platters - Shae will pick up platters from Save on Tuesday 7:30
 - Shae needs to get PAC key on Monday afternoon to get organized.
 - Ready by 8:20

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- **Monk Office School Supply Fundraiser** - May 26th to July 24th, Karli managing this fundraiser and kit distribution in August.
 - The ordering is available now. Full kit or nothing. Distribution – any day the week before school starts between 9am-2pm.
 - Aaron and Karen will contact when supplies are ready.
 - Shannon ordered an extra kit for each class “whoever needs it.” Thank you!!

Ongoing - Fairway Market Community Cards, Emily Press Labels, Bottle Depot

7:35pm – New Business

- **COBS Bread** - pick up and delivery update. Police will stop picking up the end of day donations. If someone wants to take it over they can. We could look at finding a cobs closer to town that is more manageable to pick up/less time consuming.
 - Bins were stolen last week. Need to figure out bins to transport bread.
- **Rifflandia** – If families are going to this event can use code Tillicum and 15% of purchases will go to the school.
- **Fairway Cards** - Have never reached the threshold to cashout the funds. Threshold is \$50
- **Christmas Market** - 20 vendors already signed up for Xmas market with funds already coming in. 1 food truck already signed up and going to ask the hotdog guys to come.
- **How can we use gaming funds?**
 - The markings on the playground with 4 squares are seriously faded. Can we use gaming funds to repaint or add sensory, physical literacy circuits?
 - If facilities cannot do it then school can do this separately through the PAC.
 - Can we use PAC funds to get running jerseys?

8:15pm – Meeting adjourned

- Motion: Virginia Espinoza
- Second: Cheryl Ferreira