



## Brentwood Elementary PAC

Meeting Minutes  
November 28, 2023

### Opening

The meeting of the Brentwood Elementary PAC was called to order at 7:02 pm on November 28, 2023 by Jenn Hodgkinson. 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 WSANEC peoples. We are grateful to have the opportunity to meet, live, work and learn in this territory.

### Attendance

#### **PAC Executive:**

Jenn Hodgkinson – Co - President  
Jakki Papps – Co-president  
Vacant – Vice President  
Nikki Wicks – Treasurer  
Jen Gillepsie- Fun Lunch Coordinator  
Michelle Costin – Fun Lunch Coordinator  
Ashley McCartie – Event coordinator (late)  
Shawna Lynch – Event coordinator  
Vacant – Communications Coordinator  
Kim Richardson – Recording Secretary  
Mya Kinnear – Member At Large  
Madi Robinson – Member At Large

#### **Absent PAC Executive:**

Amy Weisgerber – Member At Large  
Julie Madsen- Member At Large

#### **School Administration:**

Anita Ko – Principal

Krista Warren – Vice Principal

#### **Other Guests:**

Gabe Uncer - Parent  
Madi Powell - Parent

### Approval of Last Minutes & Tonight's Agenda

**Motion to approve October 2023 minutes** – Jenn G; 2<sup>nd</sup> Shawna L.  
All in favor

**Motion to approve agenda** - Jenn; 2<sup>nd</sup> Gabe  
All in favor

**PASSED**

## **School Administration Report**

***Anita Ko and Krista Warren***

Some highlights around the school...

- Indigenous Veterans and Remembrance Day: Our students and staff can be commended for a wonderful whole school assembly where students shared poems, songs and stories to honor Canadians who have served and are serving our country for peace. Thank you Mr. Jung, Ms. Ewart and the school choir. Shout out to students Lincoln, Oden, Derickah and Ethan who were the masters of ceremony and did an excellent job showing courage with public speaking.
- Soccer Club: Congratulations to our Grade 4/5 soccer teams who participated in the district soccer jamboree at Stelly's. We had 46 students participate. We are proud of the sportsmanship and how well our students played. Thank you to Mrs. Christie and Mrs. Shaw who supported the teams at practices and the jamboree.
- Soccer intramurals: Nov 15-Dec 22 Grade 2 and 3 Fridays at lunch recess
- Art Club: Nov 15 - Dec 22 on Tuesdays Grade 3,4,5 and Thursday K-2 at lunch hour. Thanks Mrs. Nightingale and Ms. Amarilli for organizing the activities and students.
- Hockey: Fun scrimmages with Central Saanich Fire department and Central Saanich Police. So much fun to watch or play with our community helpers. Thanks!

Upcoming:

- Food Drive - each division has an assigned food item to collect. "Cram the Cruiser" with food and most will go to the local food bank
- Stocking Stuffer- each division has an assigned stocking item to help Santa fill stockings. "Warm A Soul" campaign for Greater Victoria Families.
- Winter Concert: December 13th in the afternoon; two sessions; families welcome.
  - Michelle suggests flowers for each child.
  - Action: Michelle to get quote from local businesses

Reminders:

- Morning drop offs- Please be mindful of pedestrians and when using the drop off lane, please pull up in front or behind the crosswalk. Keep the crosswalk clear.
- After school parking- Please avoid parking in private residences across the road. Thanks for helping us be good neighbors.

• Dates to remember:

- Dec 1 Gr.4/5 Soccer Jamboree -Stelly's
- Dec 1-15 Food donations and "Warm a Soul" Stocking campaign
- Dec 13 Winter Concert A 12:30 Concert B 1:45
- Dec 18-20 Reports home
- Dec 22 Jingle Bell Run: Wear your Festive sweater/hat/socks

- Dec 23- Jan 7 Winter Break

## **COPACS Report**

### ***Vacant***

- Jen Hodgkinson is monitoring communications from COPACS and will report out

## **Treasurer Report**

### ***Nikki Wicks***

#### **General Account: \$11,411.25 (~\$7249, once cheques are cashed)**

- Halloween Dance - Donations at the door: \$1328.45
  - Concession: \$987.50 (Purchases= \$610)
- Eagle Shirts - \$2000.
- Fun lunch donations - \$238
- Fun lunch profits \$700
- Popcorn profit \$250

All in favor

### **PASSED**

#### **Gaming Account: \$7008 balance**

### **Discussion**

- Action: Nikki to confirm with Anita on whether or not Mathletics will be funded from the PAC and when Reflex will be paid.

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

### **Fun lunch / Popcorn days (Jen G.)**

- Jenn G has been exploring other lunch options such as chicken fingers, etc.
  - There is a need to consider food limitations – gluten free; vegan, etc.

### **Eagle Shirts (Jenn H.)**

- Eagle shirts have been ordered and paid for and delivered for students.
- Given the cost of shirts, widespread purchasing of new shirts will not occur, and instead recycling of shirts will occur in the future.

## New Business

- Vacant PAC roles (VP / Communications coordinator)
  - o Kevin Canning and Alana Midlane have stepped down from their roles
  - o Jenn H. is exploring with COPACS approach to filling the role
  - o Social media/PAC communications board:
    - Madi Powell and Gabe Uncer will now be taking this role over
  - o PAC webpage needs to be updated
  - o Action: Jenn H will update the main page of the webpage; Jenn H will add Madi to FB; Jenn H will get the Instagram password.
- PAC Coffee (Jakki)
  - o Organizing coffee and treats on morning before school to attract new PAC members.
  - o Jakki to plan for the New Year
- Holiday gift for children:
  - o Politino's is willing to support at \$1/child gift certificate.
  - o Action: Jen to arrange with Politano's; Mya will find 365 candy canes to put with the hot chocolate
- Artist in Residence (Kim):
  - o Action: Kim to follow up with Anita and Krista regarding staff preferences for an artist in residence.
  - o \$1000 is allocated to this from the gaming account.
- Fundraising:
  - o Growing smiles fundraiser was a lesser amount than previous years.
  - o Calibri: raised \$183.
  - o Purdy's fundraiser is cancelled but will be held in the spring.
  - o Mabel's labels fundraiser is ongoing.
  - o Movie night – to be postponed to a less busy time; movie must be G rated; parents must accompany their kids.
  - o Parent's night out – community social: will be scheduled for March.
    - Silent auction items need to be acquired.

Meeting adjourned at 8:25pm.

Next meeting – January 30, 2023, In person, PAC kitchen.