

Colquitz Parent Advisory Council (PAC)

MEETING MINUTES

Monday, 19 October @ 6:30pm

Attendees: Carrie Schlappner, Elaine Parker, Julia Corby, Jack Buchanan, Raven Yager, Carli Conolly, Keja Lake, Laura Bey, Amie Hardiman, Lauralee Wood

Meeting called to order at 6:32PM

1. Territorial Acknowledgement & Introductions

2. Elections/approval

- **Julia Corby for Secretary**
 - **Nominated: Amie and seconded: Lauralee**
- **Vice Chair open**

3. Approval of Agenda

Motion to approve the 19 October 2026 meeting agenda.

(Jack/Keja)

Approved by unanimous consent.

4. Approval of Minutes

Motion to approve the 28 October 2026 meeting minutes.

(Raven/Elaine)

Approved by unanimous consent.

5. Principal / Admin Report

- Shake-out went well
- New staff fitting in and start of year going well
- Library fundraiser book fair through Schoolhouse Books; kids will get to pre-view and select books allowing parents to send in money or pay ahead
- Kids can wear costumes to school with costume parade on Friday 30 Oct
 - No masks during the day in the school but can be worn during the Costume Parade
 - Costumes must be respectful - culture is not a costume
- 6 November: let's get visible day - kids can wear bright/neon/sparkly things to have fun for safety visibility
- Remembrance Day ceremony to be held 10 Nov at 10:45
- Lockdown drill 17 November
- 23 Nov: first CC day, kids may stay to catch up on learning, some dismissed 11:45

- Kids should be reminded they are not to visit other schools if they are dismissed early
- Fall play coming up

5. PAC Reports

Chair

- Access to gaming account complete; separate chequing acct should be as of Thursday (22 Oct)
 - Gaming: \$1 969.23 Chequing: \$4 103.04
- School staff has been advised how to make requests for both gaming and non-gaming funds and that they may need to wait until we have more information

6. Financial Update

Anticipated Revenue

- Expecting Monk and apples cheque early Nov
 - \$946 apples; \$100 Monk
- BC Gaming Grant still not secured; will hear more Feb/Mar
- Est \$500 for Art Cards for kids
- Est \$300 for bake sale
- Panago fundraiser tbd (about \$300?)
- Maybe one other fundraiser in the Spring (Purdy's) (\$200)
- Hoping for approx \$5000 from auction

Possible Expenditures

- This information is not being put forward for approval just yet, but working out what the budget could look like
- Pod funding: \$5/student proposed (down from \$10 previously); additional \$10 for grade 8s
- LIMSSA athletics fees \$3500 (up from previous years); proposed to maintain our \$700 contribution
- Club supports (About \$1,000)
- Based on existing funds and possible expenditures, we are overall hopeful for slight positive balance at the end of the year; questions for spending to consider:
 - Do we want to expect to use these funds to help with i.e. field trips?
 - Do we choose to run a slight deficit this year while expecting BC Gaming not to be an issue in future years?
- Removed from budget from previous years but could add back if running deficit:
 - 18 December hot chocolate (previously \$300) - possible donations of hot chocolate + marshmallows? (Amie will reach out)
 - 600 servings needed
 - We also have leftover candy canes to be used
 - Renting equipment for large capacity hot water boiling
 - Science Venture (exploratory) (previously \$700)

- Equipment for Outdoor Education (\$600-\$700)
- Teacher treats (previously about \$300 between Dec and Jun)
- Additional decorations for grade 8s (\$200)
- Santa's closet (\$200)

Principal will be circulating the funding request forms to staff - reviewed applications and the approval of the 2026/27 budget will come to the PAC at our November meeting.

7. Fundraising Initiatives

- Apple fundraiser: still need more volunteers to hand out, esp first shift
 - \$946 raised
 - Apples to be delivered 27 October to school; 102 boxes
- Student art cards ordering procedure hopefully will be streamlined
 - Those that are finished will be on display during parent-teacher meetings
 - Prizes available for class order completion incentives
- Bake sale at Tillicum Winter market 21 Nov
 - Donations can be dropped off at Colquitz day before (by 3:30PM) or in the morning before the market at Tillicum
 - Containers labelled if need returned
 - Posters to be put up around school
- Capital 6 donated popcorn (voucher) to kids; parents need to check backpacks!
- Online auction: \$3000 worth of donations already received, hoping for \$5000 in bids
 - School FB group also used to reach out for family businesses donations
 - Need to confirm public sharing of auction posts
- Possible Krispy Kreme fundraiser but high up-front cost?
- CPAPA willing to list PAC as a "student" on their poinsettia fundraiser for parents who don't have a student in the arts (also a "student in need" option)
 - We will also do Mother's Day planter fundraiser
- Purdy's Christmas CPAPA, we will do Easter

8. Upcoming Events & Important Dates

- 22 October - Photo retakes
- 23 October - Pro-D day
- 27-29 October - Book fair
- 28 October - Early dismissal, parent-teacher interviews, and apple fundraiser pickup
- 30 October - Costumes at school
- 2 November - CPAPA meeting
- 6 November - Let's Get Visible day, and online auction opens
- 10 November - Remembrance Day ceremony
- 11 November - Remembrance Day (no school)
- 12 November - last day to order Art Cards for Kids
- 16 November - PAC meeting
- 17 November - Lockdown drill
- 20 November - Online auction ends
- 21 November - Tillicum Winter Market Colquitz bake sale

- 23 November - Curriculum Completion day
- 27 November - Pro-D day

9. Questions / Comments

- Update on mountain bike club?
 - Staff challenges preventing starting up, but will be hopefully updates soon

10.Adjourment

Meeting adjourned at 7:40