



April 2026 PAC Meeting Minutes

Attendance : Robyn, Richard, Monique, Crystal, Dustin, Donna, Jessica, Jonathan, Erin, Stephanie, Brina

1. Call to Order & Welcome

Meeting called to order at 6:11 PM.

2. Approval of Agenda

Motion: To approve the April 1, 2026 agenda

Moved by: Robyn Second by: Monique

All in favor

3. Approval of Previous Meeting Minutes

Motion: To approve the March 4, 2026 PAC meeting minutes as presented

Moved by: Robyn Seconded by: Crystal

All in favor

4. Principal's Report

Incident report summary shared. This provides us with information on what types of incidents we are having at the school, how many and who. Rec'n Read will be happening this summer. Students are creating kindness tickets that staff will be able to hand out. Choices are starting this month with our intermediate classes first and the primary classes will start at the end of April. Mrs. Kaur will be going on maternity leave soon and her replacement is to be announced soon. We are still working on locking the back gate between the friendship house and our school. As a reminder, please park on a side street by the school and walk your children to school.

5. Treasurer's Report

Gaming Account: \$846.46

General Account: \$10,444.40

a) **Gaming Grant & Budget Notes (2026–2027):** Reviewed BC Gaming Grant audit guidelines
Emphasis on: Avoiding lump sum transfers to school accounts and maintaining detailed records showing funds used for specific extracurricular expenses.

Key Clarifications: Receipts/invoices must clearly reflect student-related expenses

Adult-related costs (e.g., staff meals) must be paid from General account

Enrichment requests must specify exact use (e.g., club supplies)

Correction - Motion: To transfer \$1,300 from the General Account to the Gaming Account to correct a clerical error where 2025 classroom enrichment was incorrectly paid from Gaming funds.

Outcome: (Motion details to be confirmed if needed)

Jessica to provide receipts from teachers

b) **Reminder** - Apply for 2026–2027 Gaming Grant - 319 students

c) **Babysitter/s** - child care at PAC meetings \$20 each as needed

Motioned by : Brina

1st: Stephanie 2nd: Robyn

All in favor

d) **PAC Dinner** up to \$150

Motioned by : Robyn

1st : Brina 2nd: Monique

All in favor

6. **DPAC Report**

DPAC hosting two 3-hour sessions (April/May) on Facebook/Meta and PAC engagement

Open to all parents (food and beverages included) at Agassiz Secondary

Parent night scheduled:

Date: April 23 Time: 5:30 PM

Includes speaker, dinner, and childcare

7. **PAC Business**

a) **Teacher Gift (General Account)**

Budget: \$100 (April)

Responsible: Stephanie Mattson

b) **Spring Fundraiser – “Make It Sow”**

Leads: Monique & Robyn

Timeline: now until April 20th

Order through Munch-a-lunch or make it sow website

Delivery will be end of April to the school

d) Spring Dance – “Under the Sea”

Leads: Brina & Dustin

Date: April 22, 2026

Bubble machine included in dance funds

Robyn motion: Up to \$600 approved for bubble-related expenses

2nd : Monique

All in favor

e) PAC Bulletin Boards

Lead: Robyn

Locations selected: Front and back outdoor entrances

Supplier noted: Backwoods

Motioned by : Robyn Second by : Monique

All in favor

f) Sports Day

Date: June 11

Leads: Crystal & Donna

Discussion points: Bubble machine vs. foam

Concession planning, Free item for students (water/treat)

Budget approval to be finalized : May Meeting

g) Wild Education Presentation for June

Spend up to \$1000 to cover costs

Motioned by : Stephanie

1st: Jonathan 2nd: Robyn

All in favor

h) Festive Lunch

Currently uses a large chunk of our gaming grant. Next year we will be looking for outside donations to help us cover the costs.

9. Open Discussion

Future fundraising options - Research into outdoor sensory centres suggested (covered learning area)

10. Adjournment

Motion: To adjourn the meeting

End Time: 7:42 PM

Vote: All in favour

Next Meeting Agenda Items:

Sports Day planning

Receipt tracking / financial processes

Important dates

April 10 - Hot lunch order deadline

April 8,15,22 - Intermediate choices

April 17 - Cheam Sushi hot lunch

April 20 - Deadline to order seeds

April 24 - Pro D day

Next Meeting : May 6 @6pm