

RLC PAC Meeting Minutes- (February 12th 2025)

ATTENDEES		
Jill-Chair	Chantelle	Mr. Buemann - Principal
Tiffany- Co Chair		
Diane Treasurer		
Andrea- Secretary		

Location: RLC Library 5990 Todd Rd

Call to Order: 6:02pm

1. **Welcome, Introduction and Guests**
2. **Minutes of previous meeting (insert date)**
 - **Motion** to adopt minutes as presented: Jill second Chantelle: voted carried by all in favour
3. **Correspondence** – to be addressed under fundraising
4. **Treasurer’s Report (Diane)**
 - **Bank account balances to end of January:**
 - **-Interior Savings General account: \$38,708.63**
 - **-Interior Savings Gaming account: \$26,916.47**
 - **Total= \$65,625.10**
 - - \$coins from Fall and winter fundraisers kept as a float
 - -Jan 16th \$2760.00 in bills was deposited from fall & winter fundraisers
 - **Recent Activity:**
 - \$1000 transferred from General account to Bike savings account to go towards last year’s and this year’s bike maintenance contributions.
 - Total expenses for Staff Lunch: \$476.18 plus tablecloth and napkin expense
 - (Note) the pork was previously purchased in bulk in September so it is not a further cost to us, and it is also an estimate of the % total of the pork purchase we used.
 - Have done initial work of signing up for BCeID in order to have a login for when it comes time to apply for our gaming grant.
 - updated Jennafer on items PAC owes RLC for.
 - awaiting cheques for income from Joy Catalogue and West Coast Seeds.
 - **Motion** to adopt treasurers report: Jill, Second Tiffany: voted carried by all in favour

5. Staff requests: Recently Approved/Awaiting Approval

- Recently Approved: none
- Awaiting Discussion:
 - Gibbons 4/5: \$390 for a full day Kayaking trip in June – students will learn water safety and how to kayak (cost is \$27 plus bussing, for a total per student of \$35 – request is for \$15/student)
 - Gibbons 4/5: \$50 for a Harry Potter Grand Feast, to allow her class to make items such as Pumpkin Pasties, Butterbeer, and share Bertie Botts Every Flavour Beans
 - Gibbons 4/5: \$60 for supplies for random acts of kindness in the school students will pair up and be assigned a class to receive a secret act of kindness
 - To keep in line with other field trip approvals **motion** to approve Mrs Gibbons class \$12 per student for kayak trip and \$110 for other class activities mentioned above: Jill, Second Andrea: vote carried by all in favour.

6. Administrator's PAC Meeting Report

- Please refer to Appendix 1 to read the full Administrator's Report from Mr Buemann.

7. DPAC Update (Heidi)

- PAC will need to register for a BCeID to apply for the gaming grant going forward – Diane has started this process
- DPAC is sending letter to the district regarding concerns around the plans to address the deficit, especially around the introduction of “responsible adults” in the building.

8. Committee Reports

- Hot Lunch (Sonia): Winter session is live
- Teacher appreciation lunch was well received and appreciated total spent was around \$500.
- 2024/2025 Fundraising
 - West Coast Seeds (Heidi): order has shipped, need to follow up on tracking. Hope to arrive soon. Estimated profit around \$1000.
 - Raffle (March 7th- April 25th) running online through raffle box. Contract with raffle box to be signed this week so the gaming license can be applied for by Feb 14th. West jet tickets were not awarded,
 - **Motion** to change prizes from gift cards to cash prizes of \$1000, \$500, \$400 \$250, \$100: Jill, second Diane: voted carried by all in favour.

- Advertising for raffle ideas: Flyer home with each student & Blake's weekly email. PAC facebook page, plus other community pages. Make a large sign for the school fence. Posters at local businesses. Would like to have a pizza party for class with highest sales.
- Spaghetti Dinner cancelled due to lack of manpower/bandwidth to execute. Discussion to host a movie night instead April 24/25th. – Tiffany to post cancellation notice on facebook.
- Track Meet Concession Sales (week of May 6th-9th)
- Carnival May 29th 5-730 – planning meeting to follow. Volunteers are needed to execute. Need someone to spear head cake walk.

➤ Spring Fundraiser

- Ollek Nurseries – Hanging Basket & Plant Fundraiser, 12" Hanging Basket Coupon for \$42.00 (cost to PAC \$36), \$30.00 Gift Certificate for \$30.00 (cost to PAC \$24) Purchasers would drive to Ollek to redeem coupon/GC from mid-April to June 1- PAC decided since it involved parents having to drive to pick up plants this may not be the most popular fundraiser to host.
- Growing Smiles inquired if Pac was interested in a spring plant sale. PAC has decided due to rising cost and the need to purchase certain quantities per plant not to pursue this fundraiser at this time.
- Mitchell's Soup Company – Canadian soup, stew, chili, and rice dishes. Mixes will be sold for \$10.99 (no tax) plus \$2 fee for each customer's order. PAC receives 35% of each sale, no additional costs, free shipping. Ship bulk to the school and PAC would disperse – PAC is interested in hosting this fundraiser in the fall.
- Nutter's is also interested in participating in a fundraiser.

9. Other

- **Bylaws and Constitution (Diane & Jill)** –still a goal to complete this year.
- **PAC Award Committee** – PAC has decided to move away from having award due to low participation and the time it takes to execute. PAC decided money could be allocated to assists current RLC students.
- **Kamloops Music Collective** – Kamloops Interior Summer School of Music (KISSM) Offering 20 KISSM gift certificates for purchase by PACs for \$400, covering the full registration cost for the 3 week program (\$795 value). Registration opens March 1 (typically 75% by May 15) Mrs Froese thinks it's a great idea and would like to be part of the selection process. Need to figure out logistics on how to select student should we move forward – will discuss more at the March meeting.

- **Recruiting more volunteers** – Meetings are usually attended by 5-6 core members of PAC. More help is needed with organizing events/fundraisers or things may need to be reduced further in the future.

10. Next PAC Meeting: March 5th 2025, 6:00pm in the RLC Library

Meeting Adjourned: 7:52pm

APPENDIX 1: (February 12th 2025) Administrator's PAC Meeting Report

2025-02-12 PAC Meeting Report

School Goals

- *Numeracy - All students will meet or exceed numeracy expectations for each level.*
- Students will feel a sense of belonging and a positive connection with the adults in the building.

We continue to work on the school goal of numeracy during staff meetings and are really drilling down to ensure that we all understand the same thing when we talk about fluency and automaticity. We are also in the very early stages of planning a Family Numeracy Game Night. The scope is yet to be determined and will depend on the number of staff able to participate in the evening. We are thinking sometime in April though. Would the PAC be open in principle to supporting such a night with prizes for the games, and promotion of the evening?

Students continue to be able to access great opportunities in the school. We were very fortunate to be able to provide students with access to an after school art program that runs one day a week for eight weeks. Students are also submitting work for other opportunities like Young Authors (organized by Mrs. Schnackenberg) and Young Artists (organized by Mrs. Wilmot). The Kamloops Blazers visited the school earlier in January where some students had the opportunity to play a floor hockey game. We have our second annual spelling bee (organized by Mrs. Bozek) which will conclude before Spring break and a chess club that one of our regular TTOCs (Mrs. B Moores) runs when they are in the building. Finally, we have a few upcoming performances for students to enjoy including a band performance from the Valleyview Secondary program, and two ArtStarts performances. These are but some of the things that students can enjoy at RLC!

This is a distant early warning too that our Spring Performance, School of Rock, is in full production. We will again offer two performances on Wednesday March 12 at 1:30pm and 6:00pm or 6:30pm. Mark this date on your calendars.

The installation of the projector is complete and works great. It will be ready for the next movie night!

As I hope you are aware, I am undergoing an evaluation at this time. I would not only appreciate your feedback but also help in encouraging parents to complete the survey to ensure I hear all perspectives.

Finally, I would like to share the draft list of fees for next year for your input and consideration.

Enhancement / Activity Description	Fee Amount (per student)	Notes (if explanation required)
Agendas	\$8.00	Will be done class by class rather than as a whole school as in the past
Art Gallery	\$8.00	Admission Fee (bus on city transit or school bus)
ArtStarts Program	\$15.00	4 Theatre presentations at the school
Basketball	\$20.00	Referee Fees & Busing
Big Little Science Center	\$12.00	Admission & busing
Cross Country	\$10.00	Busing
Flag Football	\$20.00	Referee Fees & Busing
Gymnastics x 4 (KGTC)	\$27.00 K-4	Admission
Isobel Lake	\$10.00	Only if busing not covered by district
Kamloops Museum tour K-3 (3 Classes)	\$5.00	Admission
Parkour @ Rivercity Gymnastics	\$27 Gr 3-7	3 sessions & bus
Pete's Pumpkin Patch (2 classes)	\$8.00	Admission and pumpkin
Purchase of Recorders - Grade 4's	\$10.00	
Salmon release K-5 (2 classes)	\$5.00	Bus cost to Pine Park

Skating x3 K-7 Classes	\$10.00	Transportation Cost
Skating at Inks Lake	\$5.00	Transportation Cost
Stake Lake X-Country	\$14.00	Includes fees and transportation
Sun Peaks 1 days of skiing/snowboarding	\$140.00	Grade 6/7 - 1 day of skiing with lessons & bus
Swimming at TCC	\$5.00	1 session & bus
Swim Club	\$10.00	
Track & Field Zones/Districts	\$3.00 each	Cover the cost of busing
Volleyball	\$20.00	Referee Fees & Busing
Year End Gr. 7 Field Trip to Eagle Bay	\$230.00	3 days/2 nights stay
Young Artists	\$10.00	Offset cost of participation
Young Authors	\$10.00	Offset cost of participation

Please Note:

- This form supports [AP 505 – Fees, Deposits and Collection](#)
- School supplies are **not** fees.
- Fees cannot be charged for cooking, art supplies, etc.
- The maximum band instrument rental fee, set by the District, is **\$90.00**.

We look forward to working with the PAC to support the students of RLC.

BLAKE BUEMANN (Principal)
SHEILA BROWN (Vice-Principal)
RLC / Westwold Elementary
School District No. 73 (Kamloops-Thompson)