

## RLC PAC Meeting Minutes- (March 5<sup>th</sup> 2025)

ATTENDEES		
Jill Kryski-Chair	Chantelle-Mcmaster	Mr Buemann- Principal
Tiffany Hayward-Co Chair	Kelsey Hamm	
Diane Koehn-Treasurer		
Andrea Bardeck- Secretary		

**Location:** RLC Library 5990 Todd Rd

**Call to Order:** 6:01pm

### 1. Welcome, Introduction and Guests

### 2. Minutes of previous meeting (February 12th 2025)

- **Motion** to adopt minutes as presented: Jill second: Andrea: carried by all in favour

### 3. Correspondence

- “thank you for all you do” from a secret admire (posted on face book \*please note size is not to scale in face book post)
- Dielman Fundraising sale- all occasion card fundraiser: \$35 for 40 cards, PAC gets 50% profits- Andrea will look into more details
- Letter from Dave’s Fluffy treat: cotton candy, they are booked for carnival Pac will keep them in mind for future events as well.
- Request from Grade 7 parents for them to host Spaghetti Dinner: Pac has opted not to take this event on. Grade 7 parents are free to host this year.
- RoboThink Kamloops- offering a free intro to robotics program for our school: PAC not sure if this would be better suited for a during class time event. Mr Buemann will look into more details.

### 4. Treasurer’s Report (Diane)

- Bank account balances to end of March: **-Interior Savings General account: \$39,605.08 - Interior Savings Gaming account: \$18,680.63 -Interior Savings Investment account (bike savings): \$1000.06 -coins in RLC kept to act as future float: \$77.50 Total= \$59,363.27**
- Recent Activity: -We now have a BCeID -After we have raffle set up and running I will proceed with adding more accounts to our business profile.
- -We have received payment from Joy Catalogue sales \$392.00 -Awaiting cheque for income from West Coast Seeds fundraiser in January. This remuneration arrived late spring for last year’s seed sale.
- Cheque sent to Westwold PAC re:Art Cards profit has not been deposited. With whom do I follow up? –
- If ok, I will write an email to teachers encouraging them to spend their money.
- Discussion on including a detailed account of bank transactions at PAC meeting

- **Motion** to approve treasurer report: Tiffany, second Chantelle: carried by all in favour

#### 5. Staff requests: Recently Approved/Awaiting Approval

- Recently Approved: none
- Awaiting Discussion:
  - Ngo (K): April 11 field trip to the Big Little Science Center. Bussing cost of \$135.66. The class has 17 students, so \$7.98 per student.
  - **Motion** to approve \$135.66 for Mrs Ngo's class: Jill, Second Tiffany: 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
- Mrs Leggett should be back in the school next week!
- **Motion:** to approve budget of \$550 toward numeracy game night: Chantelle, Second Tiffany: voted carried by all in favour.
- PAC will post on face book page to help promote March food drive.

#### 7. DPAC Update (Heidi/Roxanne)

- DPAC is working with the district on their budget. If we have feedback they need it by March 10<sup>th</sup>.
- When budgeting the school district tends to look through the lens of where to cut rather than what they want to achieve, not a student based decision.
- 90% of budget does go to salary/wages, DPAC is going to advocate for no wage increases at SD level.
- Next meeting will be in April

#### 8. Committee Reports

- Hot Lunch (Sonia) no updates
- 2024/2025 Fundraising
  - West Coast Seeds (Heidi): \$2,910.60 in sales (40% of proceeds = \$1,164.24 less any fees) waiting on profit cheque to arrive. One call out is some teachers didn't know fundraiser was happening PAC will post all fundraisers in the Staff room going forward.
  - Raffle (March 7- April 25) gaming license has been approved; raffle box site build is complete. Flyers have been drafted for promotion. Hoping to launch Friday, just waiting on swipe approval. Chantelle will photo copy and distribute take home flyer. After spring break PAC will promote the class pizza party prize.
  - A sign to promote the Raffle was donated by Vital Signs: **Motion:** To spend under \$100 to deliver coffee and baked goods for staff at Vital signs: Jill, second Andrea: carried by all in favour. Tiffany will execute.

- Spring Movie Night (April 25<sup>th</sup>) Chantelle and Tiffany: doors open 5:45pm movie start 6pm. Have small concession and a calming colouring corner. Tickets will be on sale second week of April.
- Track Meet Concession Sales (week of May 5th). Menu and shopping list will be based on last year's records
- Carnival (May 29th): Planning meeting to follow. **Motion** to approve budget of \$3750 for carnival expenses: Jill Second Tiffany: carried by all in favour

## 9. Other

- **Bylaws and Constitution (Diane & Jill)** Work is continuing – plan to bring proposed update to the April meeting, vote in May. Will publicize the proposed changes in RLC's weekly email and on face book so that anyone interested has a chance to review the all documents before the May PAC meeting
- **PAC Award Committee:** PAC members in attendance at the Feb 12 meeting discussed the pros and cons of continuing with the \$1,000 Award. The group decided that with lower numbers of active volunteers this year there was a need to focus our efforts on prioritizing which events and traditions we can carry on with and that with lowered capacity for fundraising there was a preference to keep the funds within the school for current students. The decision was made to not award the \$1,000 to a grade 12 student this year.
  - VVS and SD73 were notified the following morning that the award will not be available this year.
  - We received feedback of disappointment to see the award be cancelled and an offer to head the committee for the award to make the project go forward this year, however the work had already been completed to pull the award from the SD73 websites and resources for the year.
  - We failed to make a formal motion and record the vote at the February PAC meeting.
  - **Motion:** to not proceed with a \$1,000 award for a grade 12 student this school year: Jill, Second Andrea; vote carried by all in favour.
  - PAC has committed to having the award on the agenda at the beginning of the 25/26 school year to see if anyone wants to take it on; we will need to form a committee early in the school year and let SD73 know by the end of January in future years if we want to reinstate it.
- **Kamloops Music Collective** – Kamloops Interior Summer School of Music (KISSM). KMC is offering 20 KISSM gift certificates for purchase by PACs for \$400, covering the full registration cost for the 3-week program (\$795 value). Mrs Frose will be in charge of selecting the recipient. The intent is for this to go to a child in need of support. **Motion:** to purchase 1 gift certificate at \$400 subject to

Mrs Frose accepting the responsibility of selecting the student: Jill second Diane: carried by all in favour

- **Leftover Supplies:** Popcorners & Chips – leftover from track and field concession, best before (“Freshness Guaranteed”) dates from Oct/2024 through Jan/2025 These cannot be sold –will be donated to food drive
- **Sour Patch Halloween candy (150)** – leftover from movie night, BB end of May: will use at carnival
- **Recruiting new volunteers and meeting attendees**
  - Suggestion of hosting morning coffee on kindergarten play ground to meet parents.

**10. Next PAC Meeting:** Wednesday April 2<sup>nd</sup> 6:15pm in RLC: room TBA

**Meeting Adjourned:** 7:32pm

## **APPENDIX 1: (March 5<sup>th</sup> 2025) Administrator's PAC Meeting Report**

### **2025-03-05 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 have tentatively set May 1, 2025 as our Math Games Night. We are still working out the details but at this point, we know that Mrs. Munden, Mrs Huffman, Mrs Bozek, Mrs Macdonald and Mrs Klymchuk's classes will be participating. As we begin to plan activities and lessons, we are hoping that PAC can support us with the purchase of:

- 100 "game kits" with dice, cards and playing instructions \$320
- Costco Veggie trays \$80
- 4 flats of juice boxes \$50
- 3 boxes of chips \$60
- 150 cookies \$40

Total \$550

Our basketball season is wrapping up but isn't quite done yet. While the Rec teams finished up last week, our competitive teams began playoffs this week. Unfortunately our Girls Comp team lost today but showed incredible growth, losing tonight 35-24 to a team we lost to earlier 51-11. Our Boys Comp team play tomorrow night for the right to continue on. With basketball wrapping up, we would like to thank our coaches:

Tier 1 Boys Comp - Andrew and Brianne Queen  
Tier 1 Girls Comp- Danielle Koroll  
Tier 1 Boys Rec - Kevin Roy, Courtney Sampson  
Tier 1 Girls Rec - Melissa Schnackenberg  
Intramurals - Mrs Dagg, Mrs Anderson and Mrs Sample

We are also looking forward to our next season, flag football. This week we are asking for students in grade 6 & 7 to sign up so that we can see how many students are interested before we decide on how to plan our season.

As I hope you are already aware, we had to change the date of the Spring Performance. We will again offer two performances with the first on Wednesday March 12 at 1:30pm and the second on Thursday March 13 at 6:00pm.

April 7 is the Annual Day of Suwentwecw. This year the theme is : THE BONDS OF RESPECT THAT BRIDGE US TOGETHER. We will host a gathering in the gym in the morning on April 7 and

are currently planning activities for students to do in the classroom before participating in a gallery walk.

We hope that you all enjoy the Spring Break. Please note that school re-opens on Monday March 31.

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)