# PAC Meeting

**In-Person Attendees:** Cat Gano, Leah Neale, Katie Millar, Kaylee Strugnel, Lilia Klein, Stacey Ball, Stacey Sampson, Marilee Wilde, Karyn Theeparajah, Katrina Wilson, Sharon Vargas, Jennie Martinez, Juliana Vincent, April L.

**Virtual Attendees:** Jaya Tomar (Malhotra), Erika, Elaine So, Jenn Ford, Meghan, Natasha M.

1. **Call to Order - 6:34 PM**
2. **Approval of Agenda – Katie & Lilia**
3. **Adoption of AGM – Leah & Sharon**
4. **Principal/VP Report**

* This year we have 452 kids registered with registrations still coming in
* Another influx in January is expected due to condo being built.
* New and returning staff:
  + New Teachers: Ms. Maia Vally, Ms Cheyenne Franklin, Ms. Lea Measor
  + Returning from mat leave: Ms Verdel
  + Mrs. Cormier is on leave.
  + Others
* Learning services role still to be filled.
* Many kids are new to the building (coming from other schools)

Kerry has launched a new hot lunch program

* The goal is equitable access to food.
* There will be 20 meals per day available for kids. This number can increase if necessary.
* The food is available for kids who have finished their entire lunch (cannot be eaten instead of the lunch sent from home).
* The offering is a variety of foods. Ex. Perogies, marinara meatballs, tomorrow chicken.

Calendar dates are up on the Lakewood Elementary website for parents.

* Ex. Terry fox, harvest hoe down, concert, etc.

Implementation Day

* Third Monday of sept: this is the day that Kerry and Cam sit down to organize the professional development for staff this year. The district has said the focus should be on something around truth and reconciliation day.
* The Millstream teaching staff will join and engage in breakouts/planning around what the school is doing for truth and reconciliation.
* This is discussion was mandated by feds & province.

School funding program cut: $11,000

* This money was used annually to buy food, gift cards to support families, school supplies etc.
* This is a huge hit and makes Kerry and the team grateful for the hot lunch program.
* As far as we know the $11K will not be available going forward.

1. **Confirm PAC Membership**

* Current vacancies for members at large and event coordinator
* Moving Katrina & Stacey into members at large
* Jaya Tomar (Malhotra) has expressed interest in event co-coordinator

1. **Budget Overview**

*The full budget will be shared separately. Below are notes and highlights on the discussion and financials.*

**LAST YEAR**

* Last year we were looking to generate a surplus and put away funds into a savings account. The team did really well. We have still projected a small revenue increase on many events.
* Pizza fundraiser is our largest fundraiser: ~$20K in profit per year
* Last year was one of the best years we’ve had by far. Highlights:
  + $1,100 in donations last year due to the introduction of Zeffy
  + The raffles Parking Spot & Seats raffle for Lakewood concerts were a big hit
  + Bottle drives: we doubled past years’ revenue. This year we have a big goal of $3,000
  + Art cards: Exceeded expectations and hope to see similar performance
  + The Rack: Last year made $4,600. Have projected $4,000.
  + Mabel’s Label’s: Continue to communicate to parents that Lakewood gets a cut of labels ordered here.
  + The donations from last year were very generous. These amounts hadn’t been seen since 2019. We will continue to keep a bucket out at events / provide an avenue to accept donations

**Opening A Savings Account**

* Historically we have not used a savings account to accumulate interest. Karyn will be opening up a savings account for us, so that we can make our money work for us throughout the year!

**New Revenue Streams**

*Breakout discussion on inclusion of about additional revenue streams (i.e. additional hot lunch programs).*

* New revenue streams do not need to be added into this years budget. PAC members are encouraged to put forward alternative revenue streams for discussion.
* Alternative hot lunch options have been an interest for multiple PAC members over the years.
* Leah suggested Subway as we have used them in the past
* Cat has info from Booster Juice who has emailed the PAC in the past.
* Juliana: Millstream’s main revenue stream is hot lunches. She has knowledge from being on the PAC there.

**2025-2026 GENERAL BUDGET**

*We have $81,016 allocated to spend on the school this year. Highlights are listed below. The full budget will be shared separately.*

* School class support: $700 will be given to each division for educators and staff to purchase supplies and resources.
  + Kerry & Cam asked to redistribute funds: more for music and less for gym.
* Fundraising: Fun fair, concession, games night, other fundraisers etc.
* Kids fun day
* PAC volunteer appreciation event
* Fun fair: bouncy castles, prizes, food, etc.
* Pizza lunches: $31,000
* Grad 5 hoodies
* Santa breakfast: food, Santa, place settings
* Bursaries
  + We give out two per year to graduates who attended Lakewood.
  + They must write an essay
* Retiring Teachers: we give a gift around $100
* Emergency Preparedness: do we need to buy more food?
  + PACs have historically been equipping the Sea Cans with food. The district has been pulling back on that and looking to standardize. For example, they purchased 50-year water to stock in all Sea Cans. Cam will be getting some clarity from the district on what our Sea Can needs to have in it.
* Transaction Fees:
  + Raffle Box
  + May get a *Square* this year

**Pizza Lunches**

*Breakout discussion on the current pizza program.*

* Juice box prices have increased and some kids don’t drink it. There is no way to order only a pizza slice.
* Potential for teachers to collect the unused ones and return to the kitchen.
* Offering tailored meals (pizza with and without sides) would significantly slow down the packing process at lunch time. There is only 20 minutes to pack ~300 slices of pizza.
* Must remind parents that banking fees for credit cards (via Bambora) are charged on a per transaction basis. Encourage parents to bulk purchase multiple weeks of pizza orders where possible.
  + Fees: 25 cents per transaction plus small percentage of purchase price.
* PAC funded pizza lunches program will continue through Kerry.

**New Playground**

*We are working towards funding a new playground. Each year we budget some money to put towards saving up for this.*

* Accessibility will be a focus
* The PAC has grown in strength over recent years; there may eventually be opportunity to create more largescale events off site in support of fundraising for a new playground
* Blue Imp may be able to come out and draw up plans on an accessible playground in order to set solid fundraising goals.
* Also looking at available grants for playgrounds.

**Career Fair Idea**

* Within our parent community, we have doctors, nurses, fire fighters, pilots, project managers, navy officers, police officers, engineers etc.
* We could create an event in the school gym for the kids to speak with real world professionals about their jobs.

**GAMING ACCOUNT**

Question on how grandparents and extended family who don’t live nearby, can contribute to or participate in fundraising.

* Last year we learned a lot about applying for gaming licenses. We will be better set up this year to offer online and in advance 50/50, raffle, etc.
* Also touched on being aware of parents exhaustion: we don’t want to continually ask for money and volunteer time from our parents. We must focus on ensuring the parents are offered good value for the fundraising events we put on.

*Gaming Account Highlights are listed below. The full budget will be shared separately.*

* Applied for and won grant: We are getting $$ per student
* Cross-country: we offer to provide popsicles or freezies for kids
* Grade 5 pizza lunch to celebrate them graduating Lakewood
* Grade 5 Leadership program requires a lot from the kids. We provide them lunch as a thank you.
  + Reading to and with younger kids
  + Supporting pizza lunches
  + Etc.
* Beach Day: PAC pays for everything (buses, life guards etc.)

**NEW Internet Literacy Program:**

* The White Hatter program is for grade 4 and 5 kids and parents to learn about internet safety. He comes into the schools to talk to kids and sends home an interactive course for parents to complete. This is over an above the original internet curriculum (does not replicate what the school already teaches). Cam mentioned that he was hired at other schools who liked him. His website also has a lot of great free videos and resources for parents.

**Cultural Events**

* Each year we fund 1-2 cultural events. Last year we focused on the indigenous community. This year we have $2,000 to spend and are focusing on world cultures.
  + Could bring in Bollywood dancers or something else.
  + The school has done some of this type of education in the past and has resources that can support education on cultural celebrations from around the world.
  + Liked the idea of getting something live.

1. **Calendar of Events Overview**

Meet the teacher night

* Some parents didn’t buy ice cream last year because the line was long. This year Softies isn’t available.
* There is an option to sell our own ice cream, make candy bags, sell cookies, popcorn, etc. Millstream makes a lot of money off their popcorn machine at every event put on.
* Recommendation to sell in two locations in order to minimize lines. This however will mean double the number of volunteers.
* Decision: candy bags and popcorn or chips
* Still to determine if PAC can get popcorn machine.

Halloween Dance

* Volunteers needed

Bottle Drive

* Confirmed time is always 10-2.
* Will put on sign out in front of school.
* Volunteers needed.

Closing Remarks

**Meeting Adjourned at 8:03 PM**