



Parent Advisory Council (PAC) Meeting Minutes

Mountain Elementary School

Date: September 10, 2025

Time: 6:30pm

Location: Learning Commons (Rm. 163)

1. Attendance

- President: Danielle Main
 - Vice-President: Felicia Fournier
 - Treasurer: Camilla Burchmore
 - Secretary: Marissa Tibbets
 - Hot Lunch Coordinator: Kristie Smith
 - Principal: Mrs. Anita Heitz
 - School Staff: Mrs. Heather Gray
 - PAC Members: Tara Rodriguez; Robert & Kaydian Lowe, Jennifer Tyrrell, Zwannie Roach, Alana Pattison, Holly Kampman, Angeza Mohammed, Stephanie Talbot, Jessica Jones, Sharon Tainsh, Kimberly Hebb, Christina Russo
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Land Acknowledgement – presented by Marissa

2. Approval of Previous Minutes

- Motion to approve minutes from May PAC meeting.
 - Moved by: Kristie Smith
 - Seconded by: Jenn T
 - Approved: Yes / No
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3. Treasurer's Report – Presented by Danielle

- Opening Balance: \$ 7672.48

- Income: Money is coming in this month already from the Coupon Book Sales and Vendor Fees for the Holiday/ Christmas Market in November.
- Upcoming Income/ Expenses:
 - Income: Gaming Grant – used for school-wide events and accessible to all students. \$20 from each registered student comes to the PAC. Mrs. Heitz informed that Mountain Elementary has enrollment of 231 students.
 - Movie License expense to come out.
- Notes on Budget:
 - Classroom Funds – Allocate \$200/ classroom – Unanimous vote

4. New Business – Presented by Danielle

a) PAC Communication:

- Linktree is new this year – it includes hot lunch ordering; volunteering sign up; facebook account, survey to make suggestions or to give email for PAC updates. Marissa to add School Messenger
- There is a label on either the communication folder (Kindergarteners) and front page of the planners with the QR code for the linktree.

b) Hot Lunch – Presented by Kristie

- Currently, Mountain Elementary uses K12Hot Lunches because it is free to use by the PAC and it ends up being cheaper for the parents. There are other options: Munchalunch and hotlunches.net. The website is currently closed for maintenance with no ETA of being back up and running.
 - It was voted in favour that the PAC will wait until the end of the week – if the website isn't up to run, we will change over to a new hot lunch website.
- First Hot Lunch will be October 10; Deadline to order October 2, 2025.
- Snack Days – once a month and usually once a month.
 - First Snack Day – Popcorn on October 28.
- School-Wide Field Trip – Pumpkin Patch at Greendale Acres on October 15, 2025.

- It was asked that PAC purchase pizza lunch with the approximate cost \$600-\$800. It was voted in favour that PAC will pay for pizza at the field trip.

c) Events and Fundraisers:

IMPORTANT NOTE: If any parents/ grandparents/ caregivers/ family would like to volunteers you need to have a Criminal Record Check done by the Abbotsford School District. You can get the online application from Lisa Roberts -School Clerical (lisa.roberts@abbyschools.ca) . Good for 5 years!

School staff has the following events planned this year:

1. High-Touch High Tech Science Day – PAC has previously paid for this event in the past.
 - This is not yet booked but will be soon to take advantage of the hefty discount that is offered.
2. Arts Starts
 - i) Dufflebag Theatre - Booked for January
 - ii) Loomie Dance – Booked for April

Based on the school budget, the staff are asking PAC to pay for these events.

5. Events and Fundraisers – Presented by Danielle and Felicia

a) Upcoming events:

1. Coupon books – books are sold for \$15; \$7.50 comes back to the PAC. The funding from the coupon books will be going to the school to buy books. Deadline to purchase is September 25, 2025.
2. Costume Swap – beginning to collect costumes starting September 15-30. Costumes are \$5 and all the money goes to the PAC (there is no cost to run this). Bring your kids!
 - Costumes on sale October 1 (5-8pm), October 2 and 3 (3-4:30pm).
 - Mrs. Anita Heitz to check if the gym is booked.
3. Book Fair – Funds go back to the teachers and the classrooms!
 - Schedules October 21-24 – before and after school including during the Early Dismissal Day
 - It was decided that we will use the lobby rather than the library.

4. Holiday/ Christmas Market – November 15 (10-4pm)
 - Vendor Application is open – have about 10 spots still available.
 - Tara Rodriguez will head the Market Committee. Tara is open to hosting the planning meetings at her house with food!
Committee: Kaydian Lowe; Jessica Jones
 - If you would like to be a part of the committee, please connect with us through the PAC Facebook page or email mountainpac@gmail.com
5. Movie Night – November 7; 5:30-8:30pm
 - Kids vote for the movie! Teachers will come up with a way for the kids to vote and potential movies for the kids to choose from.
 - Option to pre-order pizza for the families that come.

b) Potential Fundraisers:

1. Pumpkin Sale – Families can order the pumpkins and pick them from the lobby.
 - Voted to hold off this year as there is a school-wide pumpkin patch field trip.
2. Parking Lot Space Fundraiser
 - Questions around: how do we manage this?
 - Voted to not do this at this time.
3. Christmas Concert – Date: TBD
 - Potential fundraisers:
 - Parking Space Raffle
 - Front Row Seat on a couch
 - 50/50 Christmas
4. Abbotsford Canucks Fundraiser
 - February Game option
 - Sell tickets before Christmas so families can buy these as Christmas gifts for family.
 - Holly and Partner are willing to donate 2 free tickets to a game. Raffle will be done for anyone who buys tickets leading up to the game.
 - Can we bring Fin to the school? Can the players come to the school?
5. Toy drive/ Spring Cleaning/ Garage Sale/ Flea Market – donations come in and children can shop and buy something for \$1. Volunteers would be needed to help the students wrap the item and the student brings it home to their parent/ caregiver/ family.
 - PAC would ask for a committee or person to facilitate this.

6. Miscellaneous:

- a) Body Education Talk – Mission School District pays for this.
 - Student nurses could come in to give an age-appropriate talk.
 - This is a general talk about hair growing and becoming smelly – this is in the curriculum.
 - Anita to look further into this option.

7. Adjournment

- Meeting adjourned at: 8:20pm
- Next meeting scheduled for: October 15 at 6:30pm in the Learning Commons (Room 163).

Link Tree

