



Parent Advisory Council (PAC) Meeting Minutes

Mountain Elementary School

Date: October 15, 2025

Time: 6:34pm

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:
 - PAC Members: Tracy Rodger; Jennifer Mullaly; Holly Kampman; Sharon Tainsh
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Land Acknowledgement – presented by Marissa Tibbets & Danielle Main

2. Approval of Previous Minutes

- Motion to approve minutes from September PAC meeting.
 - Moved by: Felicia Fournier
 - Seconded by: Camilla Burchmore
 - Approved: Yes / No
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3. Treasurer's Report – Presented by Camilla Burchmore

- Opening Balance: \$10 299.22
- Gaming Grant: \$0 – see note below.
- Income:

- Coupon Book Sales – sold 96 books; as of right now we have raised \$675
- Costume Sale - \$301 – some of the costumes were \$5 and accessories were \$1
- Hot Lunch – 135 orders – profit \$162.25; \$370/ annual membership fee munchalunch portal the \$162.25 goes to paying for the fee. Membership fee remaining: \$207.75
- Holiday Market Vendors: \$780 in vendors; \$40 in young entrepreneurs
 - There will be custodial fees. Approx. \$250
- Upcoming Income/ Expenses:
 - \$200 per classroom was given. Cheque was given to the school and the teachers submit requests to Lisa Roberts and Anita Heitz for them to order within their school district parameters.
 - Gaming License to be bought for the raffle at the market and a 50/50.
 - Income: Gaming Grant – we were denied the gaming grant at the beginning of the year. Danielle worked very hard and put in an appeal and submitted the missing reports. They accepted the appeal and we will be given the full funding – money should come in within the next month or two.
 - It should not be missed again in the future as it is clearly laid out for the future PAC Executive members. Reports should be completed April – June.
 - Expenses: Movie License expense (\$661/ year) to come out. It is pro-rated for the amount of students at the school. Our school has the lowest cost.
- Notes on Budget:

N/A

4. Open Business –

a) PAC Communication:

- Anita will post the survey in the Friday email for parents to fill out.
 - There was feedback that the survey is too long. PAC Executive will go back and make it shorter.

b) Hot Lunch and Snack Days– Presented by Kristie

- First Term is up for everyone to order.
- First Hot lunch complete: Bar Burrito – white sauce, textures, some kids didn't like it.
- Discussed if we can we have two options on Munchalunch? Can PAC have options that PAC provides (Cupboard foods ie. Costco cookies, Rice Krispies)
- Snack Days – First Snack Day will be popcorn on October 28. Order on Munchalunch or the day of.
- Next Hot lunch – Ocean Pizza Planet – orders due: November 6.

c) Events and Fundraisers:

1. Costume Sale

- Costumes will be put out during the Book Fair for last minute sales. We will let the Kindergarten teachers shop the sale and swap out any of their costumes in their class. We will save them for future sales. All the costumes are posted on the Mountain Elementary PAC Facebook page.

2. Book Fair – Next week!

- It is a book sale on wheels! Will be located in the lobby.
- Book Fair Hours:
 - Tuesday: 8:30-9am; 3 – 5pm
 - Wednesday: 8:30 – 9am; 12:30 – 7pm
 - Thursday: 8:30 – 9am; 12:30 – 2:30pm (LAST DAY)
- Buy your children Christmas gifts and stocking stuffers!
- We need volunteers!! It is busy and it is not doable solo.

3. Holiday Market

- We will need volunteers!
- There is a Market Committee and there has been one meeting. A second meeting will need to be held. There will be a Tea Room, Baked Goods. Free entry!
- 2 vendor spots available – share with people you know.

4. Movie Night

- Pizza will be available to order on Munchalunch – Family can order a family large/ extra-large pizza.
- Movie has to be selected – students will vote.
 - Options: Lilo & Stitch, Bad Guys 2

5. Abbotsford Canucks Tickets

- Questions: Do we have a limit of how many tickets we can sell?
 - Incentives to buy tickets:
 - If we are the top school to sell tickets, we can have the team come to the school.
 - We have a family that will donate to 2 tickets to any game that they wish if you buy tickets.
 - Zamboni ride for a student who sells tickets/ buys tickets.
 - Group of 10 people to sell 50/50 tickets at one game. They will give the organization \$1000 – do we have enough volunteers from our school that would be willing to sell tickets?
 - Canucks have a grant to provide hockey equipment for a school.
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4. New Business – Presented by Danielle

- a) Student Photo Feedback – feedback will be given to Anita Heitz for the school to think about what they should do next year.
 - Out of focus, crooked
 - Is there another business that we can use?
 - School doesn't get any profits from this.
 - b) Christmas Concert (Tentative December 10)
 - Silent Auction during Christmas Concert
 - Will be tabled in the future – not to be had this year
 - Raffle off parking (Prime Spot) & Couches/ Front Row seats.
 - \$2/ ticket
 - We will look at online ways to buy these tickets.
 - c) Possible Future Fundraiser:
 - Revive Safety Courses - decided not to do this.
 - Home Alone Course - \$70 approximately they ask that you add more to earn more money for the PAC – Grade 4's can take the course
 - Babysitters Course - \$70 approximately – 11/12 years old
 - Purdy's – decided not to do this.
 - Does our school collect cans and/or juice boxes – Who cashes in the cans and juice boxes currently? Can we have bottle drives? January bottle drive? Cans and bottles to be put in Blue or Clear bags.
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6. Miscellaneous:

- A PAC Member's partner is President of the Fraser Valley Lego Club. The Lego Club would love to support our school – they have displays and play brick. They will do it for free and PAC can keep all the money. A Lego Event to come this year? 😊
 - Small Diwali Celebration being put on
 - Middle-schoolers to come and put on a show with cultural dancing in front of the school at an assembly.
 - Students will make Diyas
 - School is requesting for PAC to pay for the following:
 - Art Starts – January (Dufflebag) & April (LED Light Dancing)
 - High Touch, High Tech – February 2-6 & 9
 - We will vote on this once we get the Gaming funds deposited in our account – we are unable to spend the money before it is in the account.
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7. Adjournment

- Meeting adjourned at: 8:13pm
 - Next meeting scheduled for: November 19 at 6:30pm in the Learning Commons (Room 163).
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Link Tree

