



Parent Advisory Council (PAC) Budget Meeting Minutes

Mountain Elementary School

Date: February 5, 2026

Time: Called to order at: 6:40pm

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: N/A
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Land Acknowledgement – presented by Marissa Tibbets & Danielle Main

1. Account Update:

- General Account balance: \$11 458.20
 - Float stays at \$1000
 - Expenses to come out this term: Red Robin (Hot lunch), Cookie Day (Treat Day) and Subway (Hot lunch)
- Gaming Account balance: \$4800

2. Budget Motions

- i) Motion to use gaming funds to pay for school-wide events.
 - a) Duffel Bag Theatre – cost \$1207.50
 - Feedback: Kids loved it! Best Duffel bag theatre yet – they knew their audience to put in relevant jokes that kids understood (ie. 6/7 joke)
 - b) High Touch High Tech Interactive Science – cost \$2150
 - Happening this week!
 - c) Illumi Dance – cost \$1250 – comes April 16

Cost estimated to come from gaming account: \$4607.50; with \$192.50 carried next school year.

Potential use for carryover amount is movie license.

Moved by: Danielle Main

Seconded by: Felicia Fournier

Result: Carried (Unanimous)

Cheque given to Mountain Elementary to pay for Duffel Bag Theatre and High Touch High Tech Interactive Science.

Cheque to be given once receipt/ invoice received for Illumi Dance.

ii) Motion to approve \$3000 for classroom funds (\$300/ classroom).

Conversations were had about how we know what the money is going to in each classroom. It was asked that we receive pictures from the teachers about what they spent the money on to share with the parents and students.

Moved by: Danielle Main

Seconded by: Camilla Burchmore

Result: Carried (Unanimous)

Cheque given to Mountain Elementary. Teachers submit receipts to Anita Heitz and/or Lisa Roberts to get refunded.

iii) Motion to approve \$300 to pay for butterfly kits (Kindergarten classes).

Invoice was received and actual cost is \$164.59

Moved by: Danielle Main

Seconded by: Kristie Smith

Result: Carried (Unanimous)

Cheque given to Mountain Elementary.

iv) Motion to approve \$250 to pay for chick hatching kits (Ms. Howe's class).

Moved by: Danielle Main

Seconded by: Camilla Burchmore

Result: Carried (Unanimous)

Cheque to be given once receipt/ invoice received.

v) Motion to approve \$500 for Staff Appreciation lunch in May.

It was discussed the option of rather than having PAC pay for the staff lunch, putting the option of parents donating to the fund on Munchalunch. This option will be added for term 3. We will then revisit the fund and options for the lunch closer to the date.

Moved by: Marissa Tibbets

Seconded by: Kristie Smith

Result: Carried (Unanimous)

vi) Motion to approve \$500 for Kindergarten Grad Celebrations.

Moved by: Danielle Main

Seconded by: Marissa Tibbets

Result: Carried (Unanimous)

Cheque given to Mountain Elementary. Teachers submit receipts to Anita Heitz and/or Lisa Roberts to get refunded.

vii) Motion to approve \$500 for Grade 5 Grad Celebrations.

Moved by: Danielle Main

Seconded by: Kristie Smith

Result: Carried (Unanimous)

Cheque given to Mountain Elementary. Teachers submit receipts to Anita Heitz and/or Lisa Roberts to get refunded.

viii) Motion to approve \$300 for Track and Field drinks and snacks.

This is a requirement for grade 4 and grade 5 students to attend. Previous years, PAC has provided water/ Gatorade and snacks.

Moved by: Camilla Burchmore

Seconded by: Marissa Tibbets

Result: Carried (Unanimous)

ix) Motion to approve \$86.19 for ladybugs for Mrs. Bevan's Class.

Moved by: Camilla Burchmore

Seconded by: Felicia Fournier

Result: Carried (Unanimous)

Total cost of cheques given tonight to come out of the general account: \$4164.59

3. Parent Suggestions

School Bulk Supplies – Due to the rising cost of everything and the economy, is it possible to have the school order the supplies that are needed for the teachers and the parents pay a smaller fee at the beginning of the school year.

It was suggested that other schools within the district do this and it can be quite cumbersome for the school to organize as they need to make sure that they are within 67¢/ student. Then at the end of the school year, teachers will have to try to redistribute the leftover supplies evenly among the students. This would be a huge mindshift for the teachers, parents and students.

The school does have a small budget to help cover the cost of school supplies for families who require it. There was wonders about adding a School Supplies Buddy fund to Munchalunch at the end of the year to provide to the school at the beginning of the 2026/2027 school year.

4. Adjournment

- Meeting adjourned at: 7:21pm
 - Moved: Danielle Main

- Seconded: Marissa Tibbets
 - Next meeting scheduled for: February 25 at 6:30pm in the Learning Commons (Room 163).
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Link Tree

